

**Nashville State Community College
School of Arts and Humanities
English Department**

Fall 2025 Master Course Syllabus
15 Week / 7 Week - Virtual/On-ground

ENGL 1010 - Composition I

The purpose of the syllabus is to tell you how the course is organized, what the expectations are, and how you will be graded. In addition, there is important information about how the college will operate during severe weather and how the college will communicate with you. The syllabus is not a contract. Instead, it is meant to help you succeed in this course. If any of the content changes during the semester, you will be notified.

Course information:

Course Title: Composition I

Credits: 3

Class Hours: 3

Course Description: A study of style, syntax, and basic organizational patterns. Topics include various rhetorical patterns, audience, purpose, diverse perspectives, writing, revising, and editing. Documented research paper required. Prerequisite(s): Level 2 placement in English or Level 1 placement in English with concurrent enrollment in ENGL 0815; Reading: Level 2 placement in Reading or concurrent enrollment in READ 0815.

Instructor Information:

Name:

Email:

Office Phone:

Office Location:

Office Hours:

Instructor Zoom Room link:

Class Session Zoom Link Information (if virtual):

Required Textbook(s) & Other Materials:

- This course has Open Educational Resources for a no cost textbook within the course shell.

Once you have registered for your courses, you should make sure you have the correct textbook and materials for each course. Before courses begin, you can do this by looking up your courses on the [bookstore's website](#) using your A# or by entering your course information. If you are registered with the Access Center and need an alternate format for the textbook and other course materials, please contact the Access Center at 615-353-3721, 615-353-3741, or accesscenter@nscc.edu.

Honors Option: Honors credit is available in some classes. If you are interested in participating in the Honors Program, please see your instructor within the first four weeks of class.

Course Outcomes: At the end of the semester, this is what you should know and/or be able to do:

1. Analyze essential rhetorical concepts, including purpose, audience, and context.
2. Compose a variety of original messages using effective written communication skills.
3. Apply appropriate communication skills to move an idea from process to outcome.
4. Integrate credible research into academic projects.

Course Competencies:

The following are detailed course competencies, or specific skills or knowledge, intended to help you achieve the course outcomes:

By the end of ENGL 1010: Composition 1, students should be able to:

- Content and Structure
 - Construct an appropriate thesis.
 - Include logical support for assertions.
 - Use a clear and consistent pattern of organization at the essay and paragraph levels, providing topic sentences and transitions.
 - Incorporate a variety of rhetorical patterns appropriate to both audience and purpose.
- Academic Voice
 - Write with awareness and understanding of both audience and purpose.
 - Use appropriate tone and diction.
- Critical Reading
 - Analyze the components of written work, including the author's thesis, audience, purpose, and tone.
 - Identify facts, opinions, and inferences, demonstrating an understanding of those terms.
 - Evaluate the written work of others.
- Mechanics
 - Write with an awareness of syntax.
 - Demonstrate skill in grammar: By the end of the course, student's work should contain few or no major errors, such as sentence fragments, run-on sentences, verb errors, or agreement errors.
 - Successfully proofread for minor errors in spelling and punctuation.
- Research and Documentation
 - Use correct MLA document formatting.
 - Integrate source material using quotations, summary, and paraphrase, and include signal phrases and in-text citations.
 - Incorporate credible research from print sources, NSCC subscription databases and other electronic sources.
 - Create a Works Cited page with correctly formatted entries.

The following are general education competencies intended to support the course outcomes:

1. Write clear, well-organized documents.
2. Know how to locate, evaluate, and use information sources.

3. Use critical thinking skills.

Course Assessments: We will use the following assessments to demonstrate your understanding, knowledge, and skills: *(include type and point/percentage breakdown here. Please remember the English department's policies:*

- *Students must complete 12-15 pages of formal graded writing spread out into 3-5 essays along with your choice of informal writings. Those formal graded essays must be worth 60-70% of the final grade.*
- *An English 1010 instructor must assign at least one research paper that requires MLA documentation, and it must be due during the second half of the semester. That research paper should be worth 20%-30% of the final grade.)*

Grading Policy:

(Add your grading policies here. Please remember the English department's policies:

- *Essays will be graded with the rubric used by all NSCC English composition instructors.*
- *Final drafts of major essays must be submitted to NS Online/D2L assignment dropboxes with Turnitin originality check enabled.*

Please set expectations for when graded work will be returned, as well. Example policy:

- *Graded work will be returned within two weeks of the due date in most cases. If I anticipate any exceptions to this time frame, I will post on the course News in NS Online.)*

Grading Scale:

Letter Grade	Percentage Range
A	
B	
C	
D	
F	

FA

If you stop attending class or if you are in an online class and stop submitting assignments, but do not turn in a withdrawal form by the deadline, you are still enrolled in class. You will be given a grade of FA, which means you have failed due to not attending class and not completing your assignments. Please refer to the current academic calendar available on the Nashville State web site, looking for the date that indicates it is the "Last Day to Earn F for Attendance (FA)." If you stop attending your course after this date, you will receive an F.

(While the above information should appear in all syllabi, faculty are encouraged to make additional statements that would clarify the policy for students and provide the applicable FA date for their section.)

FN

An FN is awarded if you have never attended your course or done any of the work in an online course.

Late Work Policy & Make-up Procedures for Missed Assignments and Work:

(Each instructor will provide policy)

Attendance Policy

General Policy

- *Absences in a course may affect your final grade.*
- *Tardiness may also affect your final grade.*
- *You are responsible for all work/tests that occur during any missed course session(s) regardless of reason(s) for absence.*
- *If you are not well enough to attend a course session (class), you must notify the instructor as soon as possible before the scheduled course time.*
 - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*
- *If you have an unavoidable conflict with a scheduled course session, you must notify the instructor before the course session.*
 - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*

Instructor's Policy

The attendance policy for this course is: The attendance policy for this course is: *(add instructor's attendance policy; sample policies are included below and may be adapted for your course. If you would like to create unique policies for your course, please discuss with course lead Michele Singletary.)*

Sample policy 1:

To succeed in ENGL 1010, your participation in class meetings is vital. You should plan to attend every scheduled class meeting if possible. Class meetings are intended to help you practice the course outcomes and help prepare you for upcoming assignments. If you exceed four absences (instructor may change number of absences; we suggest specifying a number of absences equivalent to 6 hours of class), you may fail the course. If you are absent, you may miss points for assigned work, as well.

If you arrive late to class, it is your responsibility to stay after class and make certain you were counted present for that class. If you are absent, it is your responsibility to reach out to the instructor or someone else in the class to find out what you missed.

I reserve the right to consider extenuating circumstances. Please contact me immediately if you need to miss class because of illness, family emergency, or other crisis. You should not come to class if you are sick or have tested positive for COVID-19. You will not be penalized for being absent due to these circumstances, but you will still be responsible for catching up on course content and assignments.

Sample policy 2: The attendance policy for this course is:

- *If you earn an FN or FA grade due to attendance, your financial aid could be affected. This is outside the instructor's control. It's the student's duty to know the FA date.*
- *In general, keep in touch with the instructor when you can't attend class. This practice helps build your professional skills for the workplace and helps build rapport.*
- *You must contact the instructor if you miss more than two weeks in a row (for classroom and Zoom meetings).*
- *This is a skills-oriented, interactive class. Attendance is for the students' benefit, and students who do not attend and participate on a regular basis tend to have lower grades. The instructor will not re-do lessons/ lectures that you have missed either inside or outside of class.*
- *If you miss a class meeting, it's your responsibility to keep up with the assignments on time in D2L or seek any missed information from the instructor or peers.*

For financial aid purposes, **attendance** is measured by participation in the course. Instructors can determine your level of participation in several ways. Some of those ways are:

- continued attendance
- participation in on-ground or virtual class sessions
- participating in D2L as prompted
- responding to an instructor's email
- posting to a discussion board
- completing and submitting assignments

Technology Statement

- All classes at the College are web enhanced. "Web enhanced" means that components of the course, such as assignments and online discussions, may be located online in the class D2L/NS Online course shell and used in the course, even if the course meets in a classroom on ground.
- You must have access to a computer and an internet connection to complete assignments, engage in online discussions, and access various course materials through D2L/NS Online course shells.
- You may also be required to use free video conferencing platforms (examples: Zoom, Teams, etc.) for course sessions and meetings.
- You will be responsible for appropriate dress while on video. This means that you are expected to dress as if you were in a classroom.
- You will be responsible for a distraction free environment while on video. This means that the professor and others in the course should not be able to hear noise in your home, such as cell phones, TVs, or barking dogs. The best way to do this is to keep yourself on "mute" until you need to speak.
- You will be responsible for making sure your background is neutral. Keep in mind that students and professors come from all around the world, and you are all a part of our community. Therefore, please avoid having images in your background that may be offensive to your classmates.
- Certain publisher materials, such as textbook figures, may not work on cellphones and may require a laptop or a tablet.

- If you have questions or concerns regarding access to a computer or internet resources, please contact your instructor. Additional information is available on the [access to internet and technology website](#).

Computer Labs

Computers are available for all Nashville State students to use at each campus during open hours. Open computer lab availability may vary from campus to campus.

You should check the NSCC website for current hours of operation.

D2L/NS Online and myNSCC

It is your responsibility to check your email in **both** D2L/NS Online course shells and your @my.nsc.edu ([student email](#)) on a regular basis. These are the official communication channels between the college and you. You are responsible for the information communicated through these email channels. D2L/NS Online emails contain specific course information and @my.nsc.edu emails contain important information from college offices, such as Financial Aid.

- Login to your [MyNSCC](#) to access your NSCC info and My Self Service.

ADA Compliance Statement

If you need accommodations due to a disability, please do not hesitate to reach out to our Access Center. Disabilities for which you can receive accommodations include documented physical, emotional, and/or learning conditions. Nashville State is committed to supporting your success, and we encourage you to get assistance if needed. If you require accommodations for any courses in which you are enrolled, contact the Access Center at 615.353.3363, or e-mail accesscenter@nsc.edu.

Classroom Misconduct

Disruptive conduct is not allowed in the classroom. Disruptive conduct is any behavior that prevents students from learning and interferes with the ability of the instructor to teach. This may change from course to course; therefore, your individual instructors will give you guidance on what qualifies as “disruptive conduct” in their courses. Please review the [Nashville State Student Code of Conduct policy](#). Please be aware that children are not allowed in class or to be left unattended on campus.

Academic Misconduct

You have started this academic journey to prepare for a future career. Because of this, it is important that you learn the materials being presented in your courses. For this reason, cheating, in any form, robs you of your opportunity to learn and master the material that will enable you to succeed in that future career. Nashville State has a clear [Academic Misconduct Policy](#) that you are expected to follow. In addition, your instructors will clarify what Academic Misconduct looks like and the consequences for violations in each course that you take. The instructor has the authority to assign an “F” or a “zero” for such violations or for the semester grade.

The English department recommends including an instructor policy about AI (e.g. ChatGPT). Please consider spelling out what it cannot be used for (and what it can - if anything), specifying that instructors may use AI detection (Turnitin and others) to check assignments, and stating what penalties may apply

for unauthorized use of AI. Sample policies are included below and may be adapted for your course. If you would like to create unique policies for your course, please discuss with course lead Michele Singletary.

Sample AI Policy 1:

College is a place for learning, and this class is specifically a space for improving our writing skills. This course is built on creativity, contributing our own authentic ideas, and learning from our experiences and from each other. Artificial intelligence (AI) simply cannot and should not do that learning for us. All assignments submitted for this course should be your own work - your ideas and your writing. You should not use AI (including but not limited to ChatGPT, Google Bard, and Grammarly) for any work submitted for ENGL 1010.

All course work may be checked using AI-detection tools such as Turnitin's AI detection. Any work written, developed, created, paraphrased, or inspired by AI will be considered academic misconduct and will follow the college process for academic misconduct notifications and appeals. Academic misconduct penalties may include a required rewrite of the assignment, a 0/F for the assignment, or an F for the course. If you have questions about this policy or about any particular AI tool or application, be sure to contact the instructor for clarification before submitting your assignment.

Sample AI Policy 2:

- College is a place for learning, and this class is specifically a space for improving our writing skills. This course is built on creativity, contributing our own authentic ideas, and learning from our experiences and from each other. Artificial intelligence (AI) simply cannot and should not do that learning for us. All assignments submitted for this course should be your own work - your ideas and your writing.*
- However, AI can be a useful tool when used appropriately. In this course, you should only use AI tools when instructed to do so by the instructor. We may use the tools for parts of the writing process, but your instructor will clarify when and how these AI tools will be used.*
- All course work may be checked using AI-detection tools such as Turnitin's AI detection. Any work written, developed, created, paraphrased, or inspired by AI (unless assigned by the instructor) will be considered academic misconduct and will follow the college process for academic misconduct notifications and appeals.*
- Academic misconduct penalties may include a required rewrite of the assignment, a 0/F for the assignment, or an F for the course. If you have questions about this policy or about any particular AI tool or application, be sure to contact the instructor for clarification before submitting your assignment.*

Course Content

Course materials—including literature, supplementary materials, Internet content, and class discussions—may contain graphic content, mature content, and content that some might find difficult or offensive. The course content may be challenging and difficult, but advanced study requires grappling with these topics. No material will be changed or any substitution allowed. By choosing to remain in this course, you have chosen to accept its requirements. Hearing the voices of writers and of fellow students is an important part of this process, so all of us must work to create an environment that is both respectful and academically rigorous.

Academic Early Alert System

If you are not doing well in your course, your instructor may send you an Early Alert through your @my.nsc.edu email. This email will go to your academic advisor and Student Success advisor, as well. If you get an Early Alert, contact your instructor immediately. Instructors send these when they want to help you figure out how to get extra support to pass the course. An Early Alert does not mean that you have already failed the course. Rather, it means you are in danger of failing the course if you do not change your learning strategy. Please use an Early Alert to your advantage and as an opportunity to improve your grade.

RAVE Emergency Alert System

You can log in to this free alert system to receive text messages about emergencies related to NSCC campuses: <https://www.getrave.com/login/nsc>. The instructions for this are listed below.

- Your RAVE Username is your NSCC email address.
- If you've never received an email from RAVE with your password, or if you need to reset your password, select "Forgot your password?" and a new password will be emailed to you.
- Should the RAVE system indicate "user not found", select Register and create your own RAVE account.

Student Wellness

Your well-being is important to us. With this in mind, the college has several resources available to provide support when needed:

- [Free tutoring](#) provides assistance beyond the classroom to help you make the most of your college education.
- [These resources](#) include NSCC email, scheduling, online courses, textbooks, tech check out and support, computer labs on campuses, academic advising, financial advising, COVID-19 information and procedures on campuses.
- [Services](#) that help with bus passes, food, childcare, textbooks, housing, financial counseling, personal counseling, suicide prevention, health insurance.

Inclement Weather & Campus Closings

You get notices about campus closings in these places: text messages from RAVE and www.nsc.edu. Even when campuses are closed, you are still responsible for completing all assigned work. Check D2L/NS Online for a message from your instructor so you do not miss important assignments and due dates, which may change due to the campus closure.

Class Cancellation Policy

Our instructors post messages about cancelling classes in the D2L/NSOnline course shells and/or on the classroom door on campus. These messages can be found in the News and Content section or the Email tab in the online shell. Please check these to be sure that you take advantage of opportunities for learning and points toward your grade.