

Nashville State Community College
English, Humanities, and Creative Technologies

Learning Support Reading

2020-2021 Master Course Syllabus

READ 0815

This syllabus sets forth the expectations for course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. Students will be notified if any changes are made. Though changes are possible, it is expected that the course will be conducted as described in this syllabus.

Course Information:

Course Title: READ 0815

Credits: 3

Class Hours: 3

Course Description:

READ 0815 is a course which accompanies a college-level class and helps students learn to use reading strategies and skills which will prepare them for success this and other college-level classes. Successful completion of this course prepares students for the reading they will do in subsequent college courses. This course cannot be taken by itself and must be completed with college-level course that lists READ 0815 as a co-requisite. Prerequisite(s): Level 1 placement in Reading. Co-requisite(s): Concurrent enrollment in a general education course that specifies READ 0815 as a co-requisite

Instructor Information:

Name:

Email:

Office Phone:

Office Location:

Office Hours:

Required Textbook(s) & Other Materials:

Textbook(s): Textbook: Langan, John. Ten Steps to Advancing College Reading Skills, 6th ed. West Berlin, Townsend Press, 2015.

ISBN: 978-1-59194-434-8 Approximate Cost: \$45

Supplies:

- Students must purchase NEW textbooks. Textbooks must be purchased by the end of the first week. We will use the text.

- Paper, pen/pencil, highlighter, and a folder or binder to store any notes or materials you may need to print.
- A computer or tablet with a webcam and microphone in order to complete coursework and participate in the Zoom virtual class meetings.

Once enrolled, all students should verify that they have the correct textbook and materials information by consulting the D2L/NS Online shell for the course. If you are registered with the Access Center and require 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.

Course Outcomes:

Upon successful completion of this course, students should be able to:

- Employ effective reading and study methods (annotating, Cornell notes, SQ3R, outlining).
- Identify types of relationships among sentences within and between text passages (cause-effect, compare-contrast, time-list).
- Identify and infer main ideas and supporting details.
- Employ effective critical reading skills such as distinguishing fact from opinion; recognizing arguments and valid support; and analyzing, synthesizing, and evaluating information and ideas from text
- Generalize and draw conclusions based on text.

Course Competencies:

Students will successfully demonstrate mastery of reading skills and strategies when reading and studying uncomplicated college entry-level Passages. (TBR Learning Support Reading Competency)

Topics:

Module 1

- Reading Strategies: SQ3R, Notetaking

Module 2

- Relationships: Patterns of Organization, Transitions
- Chapters 5-6 in textbook

Module 3

- Main Ideas & Supporting Details: Outlining, Main Ideas, & Details
- Chapters 2, 3 & 4 in textbook

Module 4

- Critical Reading: Summarizing, Purpose/Tone, Argument & Fact/Opinion
- Chapters 8, 9, & 10 in textbook

Module 5

- Inferences: Vocabulary in Context & Making Inferences
- Chapters 1 & 7 in textbook

Course Assessments:

The following performance assessments will be used to demonstrate students' understanding, knowledge, and skills:

Course Assessments		
Assessment Type	Points Possible	% of Course Grade
Discussion Readings and Responses	200	20%
Course Activities including textbook work, and Assignment Dropbox work	300	30%
Module Reflections	50	5%
Zoom Participation	50	5%
Online Practice Exercises	100	10%
Module Quizzes	200	20%
Final Exam	100	10%
	Total: 1000	Total: 100%

Grading Policy:

- Online practice exercises, self-checks, quizzes, and the final exam are auto-graded and the scores are immediately recorded in the grade book after submission.
- Scores for instructor-graded assignments and assessments (Discussions and Assignment Dropbox work) will be entered into the course gradebook in NS Online.
- Self-check scores will show up in the gradebook, but these grades do not "count." These are practice quizzes to let students know what to practice before taking the Module Quiz.
- Late coursework is accepted with penalty. Penalties are outlined in each assignment grading rubric.
- Due dates and completion dates are posted online in the course shell and calendar, and it is each student's responsibility to meet these deadlines.
- Module quizzes and the final exam are timed. The time starts as soon as the quiz or test is opened. Students should not click on or open testing material until prepared to complete it. If you do not finish the quiz in time, you will not be able to submit it.
- There will be a window of 3 days to take each quiz or test.
- There are no make-up tests or quizzes, so students should pay special attention to these posted dates and make a note of them in a planner.
- More than one missed Zoom meeting per Module will result in a 0 for participation for that Module.
- More than one Zoom meeting without participating with video may result in 0 for participation in that Module.

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

- Students will be penalized points for turning in work late.
- Late Discussion posts will receive no more than 50% credit.
- Late assignments will be docked at the instructor's discretion or as stated in the assignment's grading rubric.
- If there is an extenuating circumstance which interferes with a student's ability to turn in or complete an assignment, such as an internet outage, it is the student's responsibility to contact the instructor as soon as possible. Communication is key for working out solutions to problems which may arise.

Communication Statement

- Absences In this time of uncertainty due to COVID-19, communication between student and faculty is key. At times, situations arise for one or both that makes that communication difficult or delayed. This can include but is not limited to health issues and/or problems with technology. If you have attempted to contact your instructor, and have waited the turnaround time as outlined in the syllabus but have not yet received a response, please reach out for additional support using this survey: <https://forms.gle/1KaARx6NzifXHxK98>

Attendance Policy

The College is not an attendance taking institution as defined by 34 CFR 668.22(b)(1) in the Code of Federal Regulations; however, students are expected to attend all scheduled classes and laboratories.

- Absences in a course may affect a student's final grade.
- Tardiness may also affect a student's final grade.
- Students are responsible for all work/tests that occur during any missed class session(s) regardless of reason(s) for absence.
- Students who are sick or not well enough to attend class must notify the instructor as soon as possible before the scheduled class time, unless incapacitated or unable to do so. In that case, students must contact the instructor as soon as reasonably possible.
- If a student has an unavoidable conflict with a scheduled class session, students must notify the instructor, preferably before the class session, or as soon as possible.

For purposes of financial aid continued attendance is determined via engagement in the course. This can be accomplished in several ways including, but not limited to, continued attendance and/or participation in on-ground class sessions, participating in D2L as prompted (e.g., responding to an instructor's email, posting to a discussion board), and/or completing and submitting assignments.)

To the extent that attendance is kept in this class it is not for the purpose of the College but is instead associated with the instructor's individual grading rubric.

READ 0815 Attendance Policy for Virtual Sections

Students are expected to attend the Zoom class sessions which will be scheduled sometime during the scheduled class days and times. Up to 10 points per module will be awarded for Zoom participation.

Participation in Zoom meetings means....

- logging in on time and staying logged in until the instructor dismisses class.
- joining with video.
- joining with microphone when needed.
- participating actively in class discussions, breakout rooms, polls, and chats.
- More than one missed Zoom meeting per Module will result in a 0 for participation for that Module.
- More than one Zoom meeting without participating with video will result in 0 for participation in that Module.

Students will be warned via course email and NSCC's Academic Early Alert System if participation or online course engagement falls below acceptable levels.

Grading Scale:

Letter Grade	Percentage Range
A	93-100%
B	84-92%
C	75-83%
D	70-74%
F	0-69%

FA

According to NSCC policy, an FA is awarded to students who do not officially withdraw from a course and do not attend after the cut-off date provided in the academic calendar. 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).” Students who stop attending on or before this date receive an FA; students who stop attending after this date receive an F.

For online courses, attendance is defined by submission of assignments. Students who fail a course and whose last assignment is submitted on or before the FA date will earn an FA for the course. Students who fail a course and whose last assignment is submitted after the FA date will earn an F for the course. An FN is assigned to students who do not submit any assignments.

The FA date for the Fall 2020 semester is October 30. Students not participating after that date will earn an FA.

FN

An FN is awarded to students who never attended class.

Technology Statement

- All classes at the College are web enhanced.
- It will be essential for students to 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.
- Students may also be required to use free video conferencing platforms (ex: Zoom, Teams) for classes and meetings.
- Students will be responsible for appropriate dress while on video, to ensure a distraction free environment (mute sound as needed) and to ensure their background is neutral for others to view.
- If you have questions or concerns regarding access to a computer or internet resources, please contact your instructor. Additional information available: <https://www.nsc.edu/current-students/student-online-resources/access-to-internet-and-technology>.
- Certain publisher materials may not work on cellphones.

Computer Labs

Computers are available for student use at each campus during campus open hours. Open computer lab availability for Fall 2020 may vary from campus to campus.

Students should check NSCC website for current hours of operation.

D2L/NS Online and myNSCC

It is students' responsibility to check D2L/NS Online course shells for all enrolled courses and myNSCC, including student email, on a regular basis. These are the official communication channels between the college and students, who are responsible for the information communicated through those channels. D2L/NS Online contains specific course information and myNSCC contains information important for other purposes.

ADA Compliance Statement

Nashville State complies with the Americans with Disabilities Act (ADA). If you require accommodations for any courses in which you are enrolled, contact the Access Center at 615.353.3741 or 615.353.3721, or e-mail accesscenter@nsc.edu. If you are registered with the Access Center and require an alternate format for the textbook and other course materials, please contact the Access Center.

Classroom Misconduct

Nashville State Community College has a zero-tolerance policy for disruptive conduct in the classroom. Students whose behavior disrupts the classroom will be subject to disciplinary measures. 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

Any form of academic dishonesty, cheating, plagiarizing, or other academic misconduct is prohibited. Students are responsible for understanding and abiding by the [Academic Misconduct Policy](#) in the Nashville State Student Code of Conduct. In addition to other possible disciplinary measures that may be applied through regular college procedures as a result of academic dishonesty, the instructor has the authority to assign an "F" or a "zero" for the exercise, paper, or examination, or to assign an "F" for the course. Students may appeal through the appropriate college grade appeal procedures.

(Each instructor will outline his/her expectations for academic integrity and provide individualized information about consequences for academic misconduct.)

Academic Early Alert System

Nashville State Community College uses an Early Alert System to let students know of a faculty member's concern in one or more of these academic areas: lack of attendance, lack of classroom participation, late or missing assignments, and/or poor performance on assignments/tests. *Please note that Early Alerts do not affect a student's academic standing. If you receive an Early Alert email, please see your instructor and your academic advisor as soon as possible.

RAVE Emergency Alert System

Emergency events can happen at any time, and Nashville State Community College wants to notify students if and when they occur. For this reason, all students have been enrolled in the free RAVE alert system. If you have not already done so, please log in at <https://www.getrave.com/login/nsc> to confirm and update your contact information and notification preferences. It is critical that your information be correct so that you will receive any emergency notifications. 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

- The general well-being of students is an important component of their academic success. With this in mind, Nashville State Community College has several resources available to provide support when needed:
 - Students with general, non-academic questions and concerns about COVID-19 may email virusinfo@nsc.edu.
 - Five free telephone therapy sessions are available via Agape Counseling by calling 615-781-3000.
 - Online tutoring is available via NetTutor within the D2L course shells.
 - A comprehensive list of online student resources may be found at <https://www.nsc.edu/current-students/student-online-resources>
 - A comprehensive list of student support services may be found at <https://www.nsc.edu/current-students/on-campus-resources/student-support-services>

Equity Statement

Nashville State Community College has a relentless commitment to the transformation of our institution through the intentional design of college experiences that expect and promote excellence from students, faculty, staff and administration. We consider equity to be an obligation of higher education. We strive to ensure that each student receives what that student needs to be successful, with goals of success beyond the classroom. We do this through an evidence-based and collaborative effort, understanding that our student population has diverse needs that must be addressed. We recognize that this effort may not always be comfortable and that partnering with students is the driving force to overcome barriers to success.

Inclement Weather & Campus Closings

Nashville State will use the RAVE alert system to send a text message to students, staff, and faculty about adjusted hours of operation and/or closings at individual campuses. All students should check the Nashville State web site home page at www.nsc.edu for announcements on campus closures, which may vary from campus to campus. Campus closures will also be announced on local television stations. Students should use their own best judgment in determining whether to report to campus during inclement weather when classes are not cancelled.

Even when campuses are closed, students are still responsible for completing all assigned work. When classes are cancelled, faculty will post online assignments and any additional instructions in the D2L/NS Online course shell. Check D2L/NS Online for a message from your instructor regarding your online assignment requirements. Faculty have discretion over adjusting deadlines or due date for assignments, but students are responsible for completing all assigned work by the due date established by the instructor.

Class Cancellation Policy

If the class is cancelled, the instructor will notify all students by posting in the D2L/NS Online course, e-mailing through D2L/NS Online, and/or by posting a sign on the classroom door. In the event of class

cancellation, students must access D2L/NS Online to complete classwork and the assignment that will be posted in the course D2L site.