# Course Change Request

**Viewing: ASCC SLCX-002 : Basic Writing Skills BASIC-WRITING SKILLS-NCB**

Formerly Known As: SLCX 002

Last edit: 12/22/17 9:52 am

Changes proposed by: bari

<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bari Brookins</td>
<td><a href="mailto:bari@tamu.edu">bari@tamu.edu</a></td>
<td>979-458-0693</td>
</tr>
</tbody>
</table>

Rationale for Course

- **Edit**
  - Other
    - The proposed changes are part of a routine curriculum review.

Explain other rationale

- The proposed changes are to align the existing course prefix (SLCX) with the departmental code (ASCC).

<table>
<thead>
<tr>
<th>Course prefix</th>
<th>Department</th>
<th>College/School</th>
<th>Academic Level</th>
<th>Undergraduate course level justification (Select One)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASCC SLCX</td>
<td>TASP/TSI Admin</td>
<td>Center for Acad Enhancement</td>
<td>Undergraduate</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Academic Level (alternate)</th>
<th>Effective term</th>
<th>Complete Course Title</th>
<th>Abbreviated Course Title</th>
<th>Catalog course description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Credit</td>
<td>2018-2019</td>
<td>Basic Writing Skills Basic-Writing-Skills-NCB</td>
<td></td>
<td>Individualized instruction in English composition based on an analysis of the student's proofreading, revision and editing skills; a programmed sequence of study and practice designed for improvement of writing performance through mastery of basic skills at word, sentence, paragraph and multiparagraph levels. May not be used for credit toward a degree.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prerequisites and Restrictions</th>
<th>Concurrent Enrollment</th>
<th>Should catalog prerequisites / concurrent enrollment be enforced?</th>
<th>Crosslistings</th>
<th>Stacked</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
<td></td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

[https://nextcatalog.tamu.edu/courseleaf/approve/](https://nextcatalog.tamu.edu/courseleaf/approve/)
Course Syllabus

Syllabus: Upload syllabus

Upload syllabus: ASCC 002.docx
Letters of support or other documentation: No

Additional information

Reviewer Comments:
- Sandra Williams (sandra-williams) (12/01/17 12:41 pm): Rollback: As requested.
- Sandra Williams (sandra-williams) (12/20/17 1:55 pm): Rollback: Updates needed: The Semester Credit Hour field shows 0-3, however, the Lecture field shows 1-3. These should be the same in both places. The syllabus still shows “SLCX” listed but it should have the new prefix “ASCC.” Correct Aggie Honor Code website link missing.
- Joel McGee (jmcgee) (12/20/17 4:31 pm): Rollback: Make needed changes.
- Sandra Williams (sandra-williams) (12/22/17 9:21 am): Update received.
- Jon Jaspersn (jon.jaspersn) (01/27/18 6:11 pm): If “practice Accuplacer/post-semester tests” is the final exam, week 15 on the schedule is okay. Otherwise, the schedule should only have 14 weeks of content.
- Sandra Williams (sandra-williams) (02/05/18 2:01 pm): UCC approved February 2018.

Reported to state?: Change
Texas A&M University
Academic Success Center
Independent Study Lab
Reading/Writing Connection – ASCC 002
Fall/Spring, 201X

Instructor: Sharon Haigler
Office Hours: 7:30 a.m. – 3:30 p.m.
Office: 1007 Rudder Tower
Writing ISL: 1006 Rudder Tower
Email: s-haigler@tamu.edu

Course Description:
This course is designed to develop additional skills needed for compliance with the Texas Success Initiative. Instruction is based on the student’s skill level and progression with graded assignments. The ultimate goal in this course is to provide the students with skills that are needed for succeeding in college-level academics. A secondary goal is the assist the students with the skills necessary for passing the Texas Success Initiative Assessment or the ACCUPLACER writing skills test. As soon as the Instructor determines that the student is ready to take and pass the test, he or she will be asked to register for and to take the test.

Learning Outcomes:
At the end of your instruction you should be able to:
- Pass the ACCUPLACER;
- Identify basic elements of essays;
- Recognize and perform all stages of writing (brainstorming, developing outlines and rough drafts, revisions, etc.);
- Utilize grammar effectively in formation of essays;
- Develop comfort and confidence with writing.

Required Reading:
Coursework is assigned from the following textbooks:
The ISL provides these textbooks.
Grading Policy:

GRADING SCALE:
Out of 1200 assignable points
A = 1080 - 1200 points
B = 960 - 1079 points
C = 840 - 959 points
D = 720 – 839 points
F = <839 points

The overall grade in the course is calculated as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHAPTER QUIZZES</td>
<td>400</td>
</tr>
<tr>
<td>COMPOSITIONS</td>
<td>600</td>
</tr>
<tr>
<td>VOCABULARY ASSESSMENTS</td>
<td>200</td>
</tr>
</tbody>
</table>

For those students who are enrolled on an S/U basis, 840 or more points will equal to a final grade of S; points totaling less than 840 will equate to a final grade of U.

CHAPTER QUIZZES: Upon completion of each *Evergreen* chapter, students will complete a chapter quiz of the specific skill studied. Each chapter quiz is worth 100 points. Throughout the semester, students must successfully complete a minimum of four (4) quizzes (70% or better).

COMPOSITIONS: Students will be required to compose a variety of writing assignments, at least four of which will be essays. A minimum of six (6) assignments will be required for the semester. Each assignment is worth 100 points.

VOCABULARY TESTS: Students will complete ten weekly vocabulary assignments, which carry no point values. However, over the course of the semester, there will be TWO vocabulary quizzes each covering a series of five assignments (chapters). Each quiz carries a point value of 100.

Attendance:
Attendance in this state-mandated course is mandatory. A student is allowed three unexcused absences (totaling the equivalent of 150 minutes) per semesters. Absences beyond this point are considered excessive. Each excessive unexcused absence will result in a deduction of 10 points from the final grade. Two or more excessive absences may result in the student’s withdrawal from Texas A&M University. Roll will be taken during the first two minutes of class. Students who enter the classroom 10 minutes or more after the class' beginning will be considered absent regardless of whether they remain or not. Three tardies equal one absence.

Excused absences must be documented according to University policy, and this documentation must be presented to the teacher upon the student’s return to class. [See Student Rule 7 at http://student-rules.tamu.edu/rule07.] With excused absences, make-up work will be accepted within three (3) class periods following the absence. It is the student’s responsibility to inquire about missed work.
Know the Code: “An Aggie does not lie, cheat or steal, or tolerate those who do.” For more information go to: [http://aggiehonor.tamu.edu](http://aggiehonor.tamu.edu).

**Student’s Code of Conduct:**
Students should behave as if they were in a professional environment. As adults, students are responsible for:

- Asking question(s) when assignments are not clear;
- Asking for activities when current assignments are complete;
- Keeping track of their own work;
- Keeping aware of the requirements for the ACCUPLACER;
- Keeping regular attendance and participation.

Academic dishonesty will not be tolerated in this or any other course at Texas A&M University. Such actions include, but are not limited to, copying another student’s work, attempting to take credit for another’s work, giving or receiving assistance on tests or other assignments within the class.

Any student involved in academic dishonesty will be penalized in accordance with published University Rules.

**Americans with Disabilities Act (ADA) Policy Statement:**
The Americans with Disabilities Act (ADA) is a federal antidiscrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Disability Services in the Disability Services building at the Student Services at White Creek Complex on West Campus or call 845-1637. For additional information visit [http://disability.tamu.edu](http://disability.tamu.edu).
TENTATIVE ASSIGNMENT SCHEDULE

**VOCAB** = Improving Vocabulary Skills  
**EVERGREEN** = Evergreen with Readings, 6th Edition  
**CONNECTION** = The Advanced Reading-Writing Connection

Assignments may vary for each student. The following table represents a framework for the semester’s topics. Assignments are due at the end of class on the last day of the week in which they are scheduled; however, students may submit their work prior to the due date and proceed with the next assignment.

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>TEXT REFERENCE</th>
<th>ASSIGNMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>WEEK 1</td>
<td>• Orientation &amp; diagnostic testing</td>
<td>***</td>
</tr>
</tbody>
</table>
| WEEK 2 | • Vocabulary 1  
• Exploring the Writing Process | **VOCAB** Cp.1  
**EVERGREEN** Cps. 1, 2, 3 | Complete 4-part sections of Chapter 1  
p. 39 ff – Choose a topic and work w/ partner.  
Define each step in process. |
| WEEK 3 | • Vocabulary 2  
• The Simple Sentence | **VOCAB** Cp.2  
**EVERGREEN** Cp. 23 | Complete 4-part sections of Chapter 2  
Practice Exercises 1-4  
QUIZ |
| WEEK 4 | • Vocabulary 3  
• Coordination/subordination + Avoiding Sentence Errors | **VOCAB** Cp.3  
**EVERGREEN** Cp. 24, 25 | Complete 4-part sections of Chapter 3  
Practice Exercises 1-4  
QUIZ |
| WEEK 5 | • Vocabulary 4  
• Writing the Essay  
• ESSAY ASSIGNMENT | **VOCAB** Cp.4  
**EVERGREEN** Cp. 14 | Complete 4-part sections of Chapter 4  
Practice Exercises 1, 2, 4  
Essay – see p. 196 |
| WEEK 6 | • Vocabulary 5  
• Peer Editing  
• Final draft | **VOCAB** Cp.5 | Complete 4-part sections of Chapter 5  
Complete edit forms  
Write final draft & submit |
| WEEK 7 | • VOCABULARY QUIZ  
• The Comma | **EVERGREEN** Cp. 34 | Practice Exercises 1-7  
QUIZ |
| WEEK 8 | • Vocabulary 7  
• Pronouns  
• ESSAY ASSIGNMENT | **VOCAB** Cp. 7  
**EVERGREEN** Cp. 30 | Complete 4-part sections of Chapter 7  
Practice exercises 1-10  
Topic TBD |
| WEEK 9 | • Vocabulary 8  
• Peer Editing  
• Final draft | **VOCAB** Cp. 7 | Complete 4-part sections of Chapter 7  
Complete edit forms & discuss w/ partner |
| WEEK 10 | • Vocabulary 9  
• Nouns | **VOCAB** Cp. 9  
**EVERGREEN** Cp. 29 | Complete 4-part sections of Chapter 8  
Practice Exercises 1 - 4 |
| WEEK 11 | • Vocabulary 10  
• **NOUN/PRONOUN QUIZ** | **VOCAB** Cp. 10 | Complete 4-part sections of Chapter 9 |
| WEEK 12 | • Vocabulary 11  
• **IN-CLASS ESSAY** (due at the end of the period) | **VOCAB** Cp. 11 | Complete 4-part sections of Chapter 10  
Topic TBD |
| WEEK 13 | • **VOCABULARY QUIZ**  
• Revising for Consistency and Parallelism | **EVERGREEN,** Cp. 19 | Practice Exercises 1, 2, 5, 6, 7, 9, 10, 11 |
| WEEK 14 | • **QUIZ – Revising…**  
• **FINAL ESSAY ASSIGNMENT** | | Topic TBD |
| WEEK 15 | Practice Accuplacer/post-semester tests | | Complete given tests |