

**Midland College
Syllabus
ESL 0372
Grammar and Writing
Semester Year
SCH (3-1)
Instructor Name**

COURSE DESCRIPTION

A course designed to offer assistance to second language learners requiring more proficiency in grammar, mechanics, expository writing, vocabulary, and critical reading. ESL 0371 may be taken as a developmental credit class or through continuing education. At the end of the semester, students may challenge the Midland College developmental reading/writing exam or the TSI. If the student does not pass, he will be placed in an appropriate IRWD class. This course may be taken as a developmental credit class or through continuing education.

STUDENT LEARNING OUTCOMES

Students successfully completing this course will be able to:

1. Improvement in developing competence in use of basic grammar and mechanics.
2. Understanding of and an improved use of rules of standard English usage.
3. Developing a sense of sentence structure and sentence combining.
4. Ability to structure a paragraph and an awareness of the role of a paragraph within the multi-paragraph essay.
5. Ability to read and respond to written texts, recognizing main ideas and responding critically.

Increased understanding of and use of vocabulary from a prescribed program.

REQUIRED TEXTS AND MATERIALS

Broukal, M. (2010). *Grammar: Form and function* (3rd ed.). New York, NY: McGraw-Hill ESL/ELT. ISBN: 0-07-719223-0

Notebook for taking notes, pens and/or pencils, access to a computer.

POLICIES

Student Expectations—Students are responsible for regular and prompt attendance. Students are responsible for completing in-class and homework assignments.

Attendance—Three or more unexcused absences may result in a drop of a letter grade for the course. It is the student's responsibility to notify the instructor of an absence prior

to the missed class. In the event that the student cannot notify the instructor of an absence prior to the missed class, the student should make all efforts to notify the instructor as soon as is reasonably possible to avoid any grade deductions.

LAB

Work in the lab is to be arranged with the instructor.

EVALUATION OF STUDENTS

Attendance: 25%
Participation: 50%
Assignments: 25%

INSTITUTIONAL ACCESSIBILITY STATEMENT

ADA Statement-- The Americans With Disabilities Act (ADA) and Section 504 of the Rehabilitation Act require that no otherwise qualified person with a disability be denied access to, or the benefits of, or be subjected to discrimination by any program or activity provided by an institution or entity receiving federal financial assistance. It is this Section 504 mandate that has promoted the development of disability support service programs in colleges and universities across the country. Subpart E of Section 504 deals specifically with this mandate for institutions of higher education. While it does not require that special educational programming be developed for students with disabilities, it does require that an institution (public or private) be prepared to make appropriate academic adjustments and reasonable accommodations in order to allow the full participation of students with disabilities in the same programs and activities available to nondisabled students.

Midland College provides services for students with disabilities through Student Services. In order to receive accommodations, students must place documentation on file with the Counselor/Disability Specialist. Students with disabilities should notify Midland College prior to the beginning of each semester. Student Services will provide each student with a letter outlining any reasonable accommodations. The student must present the letter to the instructor at the beginning of the semester.

Phone, Midland College Special Needs Counselor: 432-685-5598

DROP / WITHDRAWAL

The student is responsible for initiating a drop or withdrawal, not the instructor.

Withdrawal from course: The instructor is not able to withdraw a student from the course after the census date. A student wishing to withdraw must fill out the **withdrawal form in MyMCPortal**.

2023-2024 WITHDRAWAL DATES

Fall	November 27
Fall First 8-Week Session	September 28
Fall Second 8-Week Session	November 27
December Mini-Semester	December 26
Spring	April 11
Spring First 8-Week Session	February 22
Spring Second 8-Week Session	April 25
May Mini-Semester	May 23
Summer I	July 3
Summer II	August 8

ACADEMIC RESEARCH

For Research information, tutorials, library information, web links and more, access the **Distance Learning Webpage for the [Midland College Fasken Learning Resource Center](#)**.

Academic Database Access

1. Go to [Midland College Fasken Learning Resource Center](#).
2. Click on big green box labeled "A-Z Databases."
3. Click on link for desired database
4. **You will be taken to the Midland College Microsoft 365 site, and from there you will be taken directly to EBSCO.**
5. **Sign in to Microsoft 365.**

TECHNICAL SUPPORT for Canvas problems

1. Navigate to the page in Canvas where the problem exists
2. Click the Help icon in the dark green toolbar on the left
3. Select "Report a Problem", complete the short form and Submit
4. Check your MC student email account for responses to your ticket.

Americans with Disabilities Act (ADA) Statement:

Midland College provides services for students with disabilities through Student Services. In order to receive accommodations, students must visit <https://www.midland.edu/services-resources/accommodation-services.php> and complete the Application for Accommodation Services located under the Apply for Accommodations tab. Services or accommodations are not automatic, each student must apply and be approved to receive them. All documentation submitted will be reviewed and a "Notice of Accommodations" letter will be sent to instructors outlining any reasonable accommodations. For more information or questions, please contact Shep Grinnan, Counselor at sgrinnan@midland.edu or 432-685-4505.

Phone, Midland College Special Needs Counselor: 432-685-5598

[Midland College Disability Services](#)

[Microsoft Accessibility](#)

[Canvas Accessibility](#)

[Turnitin Accessibility](#)

[Adobe Reader Accessibility](#)

[Google Reader Accessibility](#)

ACADEMIC SUPPORT SERVICES

[Academics and Student Services](#)

Phone, Midland College Testing Center: 432-685-4735

**Phone, LanguageHub, Midland College On-Campus Writing Center: 432-685-4811, 182 TC
Language Hub Online (available to all students in Canvas)**

STUDENT RIGHTS AND RESPONSIBILITIES AND DUE PROCESS

[Midland College Student Rights and Responsibilities](#)

PRIVACY POLICIES

The below privacy policies apply to this course, as they are applicable to your conduct on this online platform.

[Midland College Website Privacy Policy](#)

[Canvas Privacy Policy](#)

[YouTube Privacy Policy](#)

[Canvas Student Guide](#)

[Turnitin Privacy Policy](#)

Instructor Information:

Instructor Name:

Email:

Office Location:

Office Phone:

Office Hours:

Department Chair: Dr. Christopher Brown

Division Dean, Fine Arts

and Communications: Dr. William Feeler

Secretary: Ms. Lula Lee

Division Office: 135 AFA

Phone: 432-685-4624

Division Office hours: 8-5, Monday-Friday

Non-Discrimination Statement

Midland College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following individual has been designated to handle inquiries regarding the non-discrimination policies:

Nicole Cooper, Title IX Coordinator

129 SSC

432-685-4781

TitleIX@midland.edu

For further information on notice of non-discrimination, visit the ED.gov Office of Civil Rights website, or call 1 (800) 421-3481.

UPDATED AUGUST 2023