

COLLEGE READING 0372.2

INSTRUCTOR: Pam Williamson
Reading Instructor/Reading Specialist

CLASSROOM: LRC 305

PHONE/E-MAIL: 335-6613 E-MAIL: pwilliamson@odessa.edu

OFFICE: LRC 314

OFFICE HOURS: MW 12:00-3:00
F 12:00-1:00
Tu Th 2:00-3:30

CLASS HOURS: MWF 8:00-8:50, 9:00-9:50, 10:00-10:50, 11:00-11:50
TuTh 9:30-10:50, 11:00-12:20, 12:20-1:50
TuPM 6:30-9:20 PM

(Make Up Coursework and Make up test times, and individual tutoring may be scheduled with instructor during office hours and/or other class times. Please make appointment for extra times needed.)

TEXAS SUCCESS INITIATIVE: (Retesting anytime if scores not eligible.)
You are required to take a Developmental Reading Course because of the scores you made when taking the THEA test or the COMPASS test for college entrance. The tests determine if you have a College Reading Level, which is 13.0 grade level and if you have all the reading skills needed to read college textbooks with comprehension and retention. Your scores indicate that you need some growth and improvement with your college reading skills. The Odessa College Reading Department is very successful each semester in helping students to improve reading rate, comprehension, and vocabulary. I look forward to working with you this semester by helping you improve your literacy skills and study skills needed to successfully complete your college degree. Students who are actively participating in the class for three (3) weeks AND who take and pass either the Compass or THEA (reading portion) AND who are earning an A, B, or C at that point will not need to complete the course. The student is responsible to reading faculty member to provide official documentation of passing scores before a grade will be posted. (The following is a breakdown of Reading leveling courses as per placement test scores.)

**SEE PAGE 8 IN SPRING 2011 SCHEDULE OF CLASSES
FOR
TEXAS SUCCESS INITIATIVE TESTING REQUIREMENTS**

COURSE REQUIREMENTS: All diagnostic testing, coursework and weekly testing must be completed by 12:00 noon, April 29th. All coursework, tests, etc. are intended to help you strive toward college level reading – 13th grade. Regular Practice is the key for progress and improvement.

COURSE WORK AND GRADE EVALUATION: (Coursework, tests, etc. not completed by 12:00 noon April 29th will be averaged as a zero. All assignments, listed below, will have a grade equivalent for Vocabulary (V), Comprehension (C), Rate (R) and Other (O) and will be averaged into one overall grade.

ASSIGNMENTS

Pre-Diagnostic Testing for Vocabulary (V),Rate(R)Comprehension Levels(C),Other(O):
Star (V), Nelson Denny (R) and Pre-Tasp Practice (C) for **PLACEMENT**
Improving/Advancing Vocabulary Lessons/Tests 1-20 _____ (V) (spelling)definition
Effective/ Master Reader _____ (THEA Prep.) (C)
Lessons/Tests 1-12
(Re-testing for Mastery Encouraged if test grade is less than 80)
200 Minutes Of Leisure Reading/Summary _____ (R)

(15) Timed Readings/Tests _____ (V), (C), (R)
 (15) Quantum Lessons/Tests _____ (V), (C), (R)
 PLATO Lessons/ LAB _____ (THEA Prep.) (C)

ASSIGNMENTS CONTINUED:

SQRRR _____ (Reading/Study Skill) (C)
 Roots/ Prefix Test _____ (V)
 Jamestown Booklets _____ (C)
 5 Writings _____ (O) Reading Application
Student Learning Center
Tour/Assignment _____ (O) Bonus Orientation
Documentation or in class.

Learning Resources

Tour/Assignment _____ (O)

Post – Diagnostic Testing for Vocabulary, Rate and Comprehension Levels:
 Star (V), Nelson Denny (R) and Pre THEA Practice Improving/Advancing Posttest.(C)for

PROGRESS

FINAL EXAM – Improving/Advancing Vocabulary Test _____ (V) definition

Attendance Grade _____ (O)

Bonus – attend/participate in Student Learning Center Workshops (reading applicable/reading approved by instructor.) announced campus activities, fundraisers and campus organization participation.

Grades Vocabulary - 8 grades ¼
 Comprehension - 10 grades ¼
 Rate - 5 grades ¼
 Final ¼

IMPORTANT NOTES:

- **We all will be working at different levels and paces. Because of this, you may need to come in on your own time to finish coursework assigned for the week. Please make an appointment with me for this as well as for make up work and tests. PLATO may also be worked on in The Student Success Center on the 1st floor of the LRC. You will NOT need to make an appointment with me to work in the Student Success Center, but you will need your OC ID to sign in at the Student Success Center.**
- **Weekly Assignments will be on the board and MUST be completed by Noon, Friday of each week. If not completed, in order to stay caught up, extra time will need to be scheduled with the Instructor to make up incomplete work the week immediately following the week coursework was not finished. You may make an appointment to come in other classes and/or office hours.**
- **After you have completed diagnostic pretests and after the phases of the program have been explained and introduced to you, you will be declared “on**

your own” during lab time, which is within the class time that we meet. I will be evaluating your progress periodically, but you will be responsible for completing the weekly assignments and other assigned material.

- Please pay attention to the “SEE ME” notations in your folders – this will be to your benefit.
- Vocabulary tests not taken as weekly scheduled MUST be made up prior to the following week’s scheduled test. If not taken before the next week’s test, the test and workbook grade will remain zeroes. (F).
- **REMEMBER:** Communication with your instructor is very important. They have the answers to your questions. We are here to help you and, in some areas, we won’t know you need help unless you let us know.
INSTRUCTORS ARE A PART OF YOUR SUCCESS TEAM.

ATTENDANCE REQUIREMENTS:

Research shows:

Student Attendance + Student Study Time = Student Performance

All students MUST spend at least 3 hours a week in the classroom.

Regular attendance, along with out of class preparation, completion of assignments, and study are critical to student success in any class and those same elements are even more critical for students who are working to bring their skills to a level of college readiness. There is NOT an ‘excused absence’ for college-approved activities. All students who miss class are responsible for material covered, tests administered, assignments, etc. and will need to make contact with the instructor as soon as possible regarding missed material during the absence. If you know ahead of time that you will be absent, make arrangements for early testing and getting assignments that you will miss.

Students who are 10 minutes and more tardy will be counted “Absent”, but may come into the classroom to do coursework. This is highly suggested in order to complete weekly assignments on time.

The attendance standards below are provided as guidelines to determine when absences are considered ‘excessive’. Students who exceed this number of absences are ‘in danger’ of not acquiring the necessary skills and of receiving an unsatisfactory grade in the course.

	Excessive # of Absences
1 MWF, meets one hour, three times a week	7 absences
2 MW and TTH, meets one hour and twenty minutes,	5 absences

twice a week	
1 A three hour class, meeting once a week	2 absences
Summer classes, meeting four days a week	4 absences

STUDENTS MUST SIGN THE READING DEPARTMENT ATTENDANCE POLICY AND READING DEPARTMENT WITHDRAWAL CONTRACT, which furthur explain the Reading Department Mandatory policies regarding attendance, etc.

READING DEPARTMENT DISCIPLINE POLICY:

Professional classroom behavior is expected at all times. If a discipline issue should happen with a student, the following steps will be taken:

1. The instructor will discuss unprofessional behavior with student.
2. A formal meeting will occur between the Reading Department Chair, instructor, and student.
3. A formal meeting will occur with Dean Keen, Reading Department Chair, instructor, and student.

***Student's options and the instructor's use of an Administrative Drop can be discussed at any level of the discipline process.

Professional Classroom Behavior:

1. Cell phones (blue tooth included) must be turned off (See Mrs. Williamson or your facilitator for emergency situations).
2. Good attendance is expected.
3. Be on time. Daily assignments, lectures, tests, etc. are given at the beginning of class.
4. Polite Manners are expected. You should treat instructors and fellow classmates like you would treat a boss/fellow employee at your workplace.
5. If you know you are going to be out, email or call to inform instructor. (Calling does not excuse the absence.) **NO EXCUSED ABSENCES IN READING.**
6. Bring No IPODS, IPHONES, MP3, etc. with or without headphones to class.
7. Listen and actively participate in classroom lessons and activities.
8. Take Notes while instructor is lecturing.
9. Be prepared for class, tests, and be prompt when papers are due.
10. Computer Usage- All computers are monitored on a regular basis. All programs, computer settings should not be tampered with in any way. Use classroom computers **ONLY** for classroom assignments as given. Checking personal e-mails and Internet entry is Not permitted in the Reading Labs. You may utilize these services in the Student Success Center, 1st floor LRC.
(See Computer Use Policy Posted on in-class bulletin board. Students are responsible for adhering to this policy.)
11. Lying, Cheating and Stealing will be "awarded" accordingly.

LEARNING OUTCOMES

1. Increase critical reading and thinking skills
2. THEA/Compass Reading preparation
3. Build Vocabulary Skills
4. Increase reading comprehension skills
5. Adapt reading rate based on type of text and purpose for reading in both academic and workplace setting.
6. Effectively use pronunciation keys
7. Improve spelling
8. Better grades
9. Accomplish more in less time
10. Effective Study Skills
11. Enhance Self-esteem

SPECIAL NEEDS:

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office Disability Services at 335-6861 to request assistance and accommodations.

SUPPLIES: (If you are on financial aid, all bookstore purchases MUST be made by Friday January 21. Bookstore closes at 3:00p.m.)

1. Building/ OR Improving/ OR Advancing, Goldstein Vocabulary Book– as assigned AFTER Pre Diagnostic Testing. Do not purchase until level is assigned.
2. D.J. Henry Building Reader (0371), OR D.J. Henry Effective Reader (0372), (Be sure to get the New 3rd edition (this one will NOT have the gold scroll with UPDATED VERSION on it, OR D.J. Henry Master Reader (0373) 3rd edition.
3. Index Cards (200 count, preferred lined on at least one side)
4. 1 package of scantrons(#882-ES)
5. Folder with pockets
6. Bluebook – (Examination Book)

You will need to bring your own pencils, pens, and highlighters to class.

Calendar

January 18	Classes Begin – Overview of Course Syllabus, Begin Pre-Diagnostic Testing for text coursework/placement
January 21	Students with Financial Aid MUST purchase Bookstore needs by this date Bookstore closes at 3:00 p.m.
March 14-20	SPRING BREAK - - - NO CLASSES
April 14	Last Day to Drop with a “W” (THEA/Compass-liable students are not eligible to withdraw.)
April 22	HOLIDAY—GOOD FRIDAY
April 29	12:00 Noon—Deadline for Completing All Coursework, Tests, etc. prior to Final Testing
May 2-6	Post-Diagnostic Testing-STAR/Nelson Denny Rate/Pre THEA 2 MANDATORY ATTENDANCE--FINALS
May 9-12	END OF SEMESTER STUDENT CONFERENCE WITH INSTRUCTOR- Go over grades, sign end of semester conference sheet/evaluations. MANDATORY ATTENDANCE- as per Reading Class Final schedule
May 13	Spring Graduation

ALL FINALS MUST BE COMPLETED BY 11:00 a.m.
FRIDAY May 6, 2011
 HAVE A GREAT SEMESTER!!!