

## **SYLLABUS**

### **SAM HOUSTON STATE UNIVERSITY**

### **SPANISH GRAMMAR AND COMPOSITION**

Instructor: Dr. Enrique Mallen

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Office hours: Monday 4:00 pm – 6:00 pm or by appointment

#### **I. COURSE MODULES**

SPAN 3361 (Spanish Grammar and Composition) is designed around learning modules that are of varying length and focus. The module topics include: describing news and events, expressing opinions, arguing a point, and narrating a story. These topics and the student assignments related to each module are detailed in the course and all necessary documents are posted online.

#### **II. METHOD OF INSTRUCTION/ EXPANDED DESCRIPTION**

The class is presented entirely in Spanish. There will be weekly interactions through grammar exercises and compositions which have as their primary purpose the acquisition of writing skills in the language. The goal of this course is to facilitate written communication in Spanish. Students will read and discuss contemporary clips in Spanish. New vocabulary will be introduced and its acquisition will be graded by their inclusion in the relevant compositions. A final composition will be graded taking into consideration both grammar and vocabulary.

#### **III. STUDENT LEARNING OBJECTIVES/OUTCOMES**

Upon successful completion of this course students will:

- 1) Demonstrate increased fluency in written Spanish at an intermediate level
- 2) Expand their vocabulary in Spanish
- 3) Participate in written discussions on the news items relevant to current events as well as personal and social issues
- 4) Have increased familiarity with Hispanic cultures through their manifestation in the news

#### **ESSENTIAL COURSE (IDEA) OBJECTIVE**

**Developing skill in expressing myself orally or in writing**

#### **IV. EVALUATION, GRADING, AND PERFORMANCE ASSESSMENT**

Students will earn a letter grade of A (100-90%), B (89-80%), C (79-70%), D (69-60%), or F (59-0%) based upon the assignments listed in the syllabus. Grading criteria and details of individual assignments will be posted as well as detailed in class.

Students are responsible for all posted assignments and any other activities pointed out during class time or via Blackboard.

Grade Breakdown

News/Grammar-Oriented Composition 40 %

Vocabulary-Oriented Assignments 40 %

Final Composition 20 %

Total 100%

#### **V. COURSE ASSIGNMENTS**

News/Grammar-Oriented Assignments. Throughout the semester there are written assignments to be completed online via Blackboard. These assignments are intended to be short in length (**100 words minimum - 150 words maximum**). The composition must include some of the grammar items discussed in the module. These assignments will be graded primarily based on grammar.

Vocabulary-Oriented Assignments. Throughout the semester there are written assignments to be completed online via Blackboard. These assignments are intended to be short in length (**100 words minimum - 150 words maximum**). The composition must include some of the lexical items discussed in the module. These assignments will be graded primarily based on vocabulary.

Final Composition. At the end of the semester there is a written assignment to be completed online via Blackboard. This assignment is longer in length (**200 words minimum - 300 words maximum**). The

composition must include some of the grammatical and vocabulary items reviewed in the course. It will be graded based both on grammar and vocabulary.

All Assignments and Compositions must be submitted through Blackboard. Submissions by email will not be accepted.

**Important Note: Any composition not submitted by the DUE DATE will be graded as "F". No late submissions will be accepted.**

## **VI. STUDENT LEARNING OUTCOMES**

This course will contribute to the attainment of an intermediate level proficiency in the Spanish language. To address this outcome, learners will include a series of topics into their written communication. The particular focus on student written communication emphasizes the criteria of fluency and appropriate grammatical and vocabulary usage, which will be noted in the overall evaluation of student performance by the course instructor.

## **VII. PARTICIPATION**

In order to receive full credit, all assignments must be submitted on the due date. Late submissions may not be accepted and will result in a lower grade for the assignment.

## **VIII. CONDUCT**

- Basic rules of appropriate conduct must be observed at all times.
- Academic dishonesty (copying or turning in someone else's work, having someone else do your work, plagiarism, etc.) will result in an "F" on the assignment and may also result in a course grade of "F".

## **IX. GENERAL COLLEGE OF HUMANITIES & SOCIAL SCIENCES AND DEPARTMENT OF FOREIGN LANGUAGES POLICIES**

### **AMERICANS WITH DISABILITIES ACT**

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the University. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance are expected to visit with the Office of Services for Students with Disabilities located in the Counseling Center. The students should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired. SHSU adheres to all applicable federal, state, and local laws, regulations and guidelines with respect to providing reasonable accommodations for students with disabilities. If a student has a disability that may affect adversely his/her work in this class, then the student is encouraged to register with the SHSU Counseling Center and to talk with the instructor about how best to deal with the situation. All disclosures of disabilities will be kept strictly confidential. **NOTE: No accommodation can be made until the student registers with the counseling Center.**

### **RELIGIOUS HOLIDAYS**

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

"Religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20, Tax Code.

### **VISITORS IN THE CLASSROOM**

Unannounced visitors to class must present a current official SHSU identification card to be permitted into the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor's discretion whether or not the visitor will be allowed to remain in the classroom.

This policy is not intended to discourage the occasional visiting of classes by responsible persons.

Obviously, however, the visiting of a particular class should be occasional and not regular, and it should in no way constitute interference with registered members of the class or the educational process.

## **CLASSROOM RULES OF CONDUCT**

Please refer to: [http://www.shsu.edu/students/StudentGuidelines2007\\_2008.pdf](http://www.shsu.edu/students/StudentGuidelines2007_2008.pdf)

### **ACADEMIC DISHONESTY**

Please refer to Academic Policy Statement 810213.

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

### **YOUR ENROLLMENT IN THIS CLASS CONSTITUTES YOUR LEGAL AND MORAL OBLIGATION TO THE HONOR CODE.**

Because this course is a listening, speaking, reading, and writing one, I encourage you to work together. HOWEVER, plagiarism--copying others' work with out crediting them for it--is legally and ethically unacceptable--AND GROUNDS FOR FAILURE, NOT JUST IN THE ASSIGNMENT, BUT IN THE CLASS. Paraphrases, as well quotes, must be documented. See the article, *Plagiarism*, posted in documents in Blackboard.

### **PHILOSOPHY**

This is an UNIVERSITY-LEVEL ACADEMIC COURSE WITH APPROPRIATE ACADEMIC REQUIREMENTS. You earn your grade on that basis. You do not receive university credit for "ethnic consciousness" or language ability per se. Academic credit is based upon your intellectual and academic efforts, willingness and ability to reflect upon and respond to requirements of the class.

### **INTERACTION**

RESPECT FOR OTHERS' VIEWS AND SPACE, not necessarily in agreement with one's own, is required on the part of every participant, including what is expressed, shared, etc., in the course of class interaction.

RESPECT FOR OTHERS IN GENERAL, particularly in the case of disagreement about class management issues, is required on the part of every participant. Presentation style is important. Treat others as you would have them treat you!

### **PERFORMANCE CONCERNS**

Faculty are committed to facilitating each student's performance. Students must be committed to maximizing their own performance. This is a dual responsibility.

Please evaluate your personal class progress at least weekly, beginning at the first of the semester, and particularly after your first grade. Take responsibility and action right away! Do not wait until mid-semester and certainly do not wait until late in the semester to act on your concerns.

If you are concerned about your progress, please follow this chronological format:

1. Are you personally spending (minimum) equal time in outside-class preparation as you spend in the classroom itself? (Very many students need more preparation time for language acquisition classes; you may personally need more and you may need study-strategy assistance! Ask for help!)
2. Have you contacted the SAM Center about study-skills suggestions/workshops in general?
3. Are you following the suggested syllabus scenarios to incorporate the target language into your life and maximize your experience?
4. Have you contacted your professor via personal appointment to discuss specific actions which will help you improve your performance?
5. Have you arranged study sessions with other students in the class?
6. Have you contacted the Writing Center and scheduled personal tutoring (free)?

### **CELL PHONES & PAGERS**

Please refer to Section 5.2.22 of the Code of Conduct.

CELL PHONES AND PAGERS must be on vibrate during class time except in pre-arranged-with-the-professor possibility of medical emergency to avoid grade sanctions.

**GENERAL STUDENT RESPONSIBILITIES**

YOU ARE RESPONSIBLE FOR ALL MATERIAL, in books, presented in class, etc., whether you are listening or not.

YOU ARE PERSONALLY & SOLELY RESPONSIBLE FOR YOUR ACTIVITIES (ASKING QUESTIONS OR DOING HOMEWORK) IN ORDER TO MEET YOUR PERSONAL EXPECTATIONS AND DESIRE FOR SUCCESS/GRADE. Probable daily time needed for homework outside class will be a minimum of one to two hours per hour spent in class (3-6 hours per week).

"Homework" is largely left to your discretion--you must assess how well you understand and how much practice, reading or written work outside of class you need. You are responsible for anything and everything in the syllabus, book or said in class. You are expected to highlight reading and take notes in class. You are expected to keep in contact with the professor and other students as personally needed.

**GENERAL FACULTY RESPONSIBILITIES**

I INTEND TO BE AVAILABLE TO DISCUSS, ADVISE, ETC., DURING AND OUTSIDE OF CLASS AS MUCH AS POSSIBLE but please set prior appointment times via email.

Please also either honor your appointment or call to cancel. I will afford you the same courtesy if I have an unavoidable conflict.

Email is always better than telephoning.

I INTEND TO RETURN ASSIGNMENTS WITH COMMENTARY AND/OR GRADES AS SOON AS POSSIBLE, usually within a week.

**X. PRACTICAL LINKS**

<http://www.practicaespanol.com/>

<http://es.euronews.com/>

<http://readlang.com/library>

<http://www.mansioningles.com/Vocabulario.htm>