### Delivery Method / Time & Place

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<tr>
<td><strong>IELI READING I</strong></td>
<td><strong>1160</strong></td>
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**Delivery Method:** web broadcast ([class via Zoom](https://usu-edu.zoom.us/j/81787008954?pwd=WUt0UTBSeExWIFCeXpXNHEzdWV6dz09))

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<tr>
<td><strong>1160</strong></td>
<td>Mon &amp; Wed</td>
<td>(Zoom (<a href="https://usu-edu.zoom.us/j/81787008954?pwd=WUt0UTBSeExWIFCeXpXNHEzdWV6dz09">class via Zoom</a>) )</td>
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Note that this is a live interactive class broadcast that combines class lecture, discussion, and collaborative activities; standard IELI/USU attendance policies apply. Please refer to USU's [Covid-19 Information page](https://www.usu.edu/covid-19/) for details regarding the latest pandemic news and response updates from USU. To see more details about the delivery methods and expectations, including an informative video, please refer to [USU Delivery Methods and Expectations](http://www.usu.edu/today/story/usu-students-receive-information-about-fall-2020-class-delivery-methods-and-expectations).

### Notes on Zoom participation for this course:

**virtual classroom expectations:** Participants must treat this virtual participation in the same way as face-to-face participation:

- be attentive and actively engaged
- be seated at a private desk/table area with materials ready
- be dressed appropriately

**video and audio:**

- **video** must always be enabled (on). Frequent or prolonged video-disabling will result in being marked absent for that class period.
- **audio** must be muted (off) unless you are asking a question, engaging in discussion, or you are in break-out room discussions
USU Spring Semester 2021 Dates

- First Day of USU Classes - Tues Jan 19
- President's Day Holiday – Monday Feb 15
- No Class Day - Fri March 12
- No Test Week – Wed Apr 21 - Tues Apr 27
- Last Day of Classes – Tues Apr 27
- Final Exams – Thurs Apr 29 - Wed May 05

Instructor

Lecturer

- Email: kim.a.andrus@usu.edu (mailto:kim.a.andrus@usu.edu)
- Office Zoom: link (https://usu-edu.zoom.us/j/98152071362?pwd=TXZnTWV4ZTVyT0IBN0bFRanVMZz09)
- Office Zoom Hours: Mon & Wed, 11:30-12:30

Note: Please use the Office Zoom link above, not the class link, to meet with Kim during office hours

Required Materials

Reading and Vocabulary
Focus 1
by Jo McEntire
Course Description, Reading 1

This course focuses on comprehension of expository texts at a high-beginning level, with an emphasis on word knowledge, vocabulary development, knowledge of sentence structure, and general organization of text.

Course Goal, Reading 1

Students will improve reading comprehension and develop vocabulary at a high beginning level.

Expected Learner Outcomes, Reading 1

1. Given a text, students show improvement in reading comprehension by…
   - identifying main ideas
   - listing examples and details that support main ideas
   - using graphic organizers
   - responding to text by giving opinions and disagreeing, asking and answering questions, etc.

2. Students demonstrate vocabulary development by…
   - recognizing the meanings of affixes in the textbook
   - using new words in context in activities

Evaluation

<table>
<thead>
<tr>
<th>Evaluation Type</th>
<th>Weight</th>
<th>Description</th>
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<tbody>
<tr>
<td>Readtheory Quizzes</td>
<td>30%</td>
<td>The highest 3 scores of each week from readtheory.com</td>
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<tr>
<td>Reading &amp; Vocab Activities</td>
<td>20%</td>
<td>Graded homework, vocabulary quizzes, or projects</td>
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<tr>
<td>Exams</td>
<td>30%</td>
<td>Reading and vocabulary exams</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20%</td>
<td>Includes 2 readings and all semester vocabulary</td>
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Your final grade will be assigned as follows, based on the percentage of points earned throughout the semester. Note that a grade of at least C- is required to pass IELI courses.

93%-100% = A  
90%-92% = A-  
88%-89% = B+  
83%-87% = B  
80%-82% = B-  
78%-79% = C+  
73%-77% = C  
70%-72% = C-  
68%-69% = D+  
63%-67% = D  
60%-62% = D-  
Below 60% = F
Attendance & Make-Up Work

It is important to come to class and arrive on time. If you cannot attend a class, remember that you are the one responsible for finding out what you’ve missed. Please inform your instructor by email, so you can receive any homework or other instructions.

If you miss any announced exams, quizzes, or other graded activities or due dates, because of a situation beyond your control (for example, a serious medical emergency), and you can provide evidence that this is the case (such as a doctor’s note) the instructor will allow you to make up the work. However, if you miss a graded assignment or fail to complete classwork for other reasons, the instructor generally will NOT allow you to make up missed work. The instructor will decide in each case, based on the above and IELI / USU policies.

Participation

Active Involvement: During class you are regularly expected to actively participate in partner and group discussions and activities, and continue to extend your practice and language use even after tasks are complete. Be prepared to participate as well in general class discussions and activities. You must be attentive and should be prepared to take notes, share ideas, ask questions, and be involved.

English Environment: Use English to communicate during class. If necessary, your native language can be used (very briefly) to ask a classmate for help or to give help to a classmate, but this must be infrequent.

Tips for Success

In the classroom

- Attend class every day. Don’t be late. Bring the class materials.
- Pay attention. Take notes. Have a positive attitude.
- Ask your teacher if you need help or have a question.
- Try hard. Participate in class and group discussions.

Outside the classroom

- Take care of yourself. Make healthy habits and get enough sleep.
- Look for chances to use and practice what you are learning.
- Always do the homework and complete assignments early. Don’t wait until the last minute.
USU & IELI Policies and Practices

USU and IELI attendance policy

Attendance is not only important for learning but essential for international students on an F-1 or J-1 visa to maintain their legal immigration status. IELI works closely with the office of Global Engagement to ensure that our students maintain their immigration status and will report students who regularly miss class. Consequently, the following attendance policy will be enforced.

**Missing consecutive classes**

If a student misses 7 consecutive classes for any one class without contacting the instructor and providing valid proof of absence (e.g. a medical excuse from a doctor), their immigration status will be terminated and they will be sent home.

**Total classes**

If a student misses 7 total class hours for any one class or 22 total class hours in any one semester, their immigration status will be terminated and they will be sent home.

**USU policy - excused absences**

According to the USU policy, a student may not miss more than 20% of any class even if it is excused. This means that you cannot miss more than 9 classes for any one class, even if some of the absences are excused. If a student’s total absences (excused and unexcused) for any class exceeds 9, their immigration status will be terminated and they will be sent home.

**Grading**

The grades you get for each class are based on the work you do for that class. Attendance and effort are important factors for successful learning but do not directly affect your grade. It is important for you to do your best on all your in-class and at home activities as they will be graded on how well you complete these activities. Successful completion of these activities will help you gain the knowledge and skills you need to meet learner outcomes for each course.

**Progressing to the next level**

You must receive a grade of C- or better in any IELI class in order to pass that class and move to the next level of that class. Students who receive lower than a C- are required to repeat the class until they receive a passing grade. If you are not passing a class at mid-term you will be re-registered for the class until final grades are posted. If your final grade shows that you passed the class, you will be moved up into the next level or the class will be dropped.
If you want to check on how well you met the learner outcomes for each class, there are two ways to do so: 1) you can get a copy of the student achievement form from the IELI staff assistants or 2) you can access your grade on the USU website and then compare the grade to the Grade Descriptions on the IELI website (Current Students -> Academics-> Grade Descriptions).

Other USU Policies and Information

Assumption of Risk

All classes, programs, and extracurricular activities within the University involve some risk, and certain ones involve travel. The University provides opportunities to participate in these programs on a voluntary basis. Therefore, students should not participate in them if they do not care to assume the risks. Students can ask the respective program leaders/sponsors about the possible risks a program may generate, and if students are not willing to assume the risks, they should not select that program. By voluntarily participating in classes, programs, and extracurricular activities, a student does so at his or her own risk. General information about University Risk Management policies, insurance coverage, vehicle use policies, and risk management forms can be found at: http://www.usu.edu/riskmgt/(http://www.usu.edu/riskmgt/)

Library Services

All USU students attending classes in Logan, at our Regional Campuses, or online can access all databases, e-journals, and e-books regardless of location. Additionally, the library will mail printed books to students, at no charge to them. Students can also borrow books from any Utah academic library. Take advantage of all library services and learn more at libguides.usu.edu/rc. (http://libguides.usu.edu/rc)

Online Course Fee

A fee of $15 per credit is applied to all online courses to sustain current digital technologies and support services required for engaging and effective online learning.

Classroom Civility

Utah State University supports the principle of freedom of expression for both faculty and students. The University respects the rights of faculty to teach and students to learn. Maintenance of these rights requires classroom conditions that do not impede the learning process. Disruptive classroom behavior
University Policies & Procedures

COVID-19 Classroom Protocols

In order to continue to provide a high standard of instruction at USU, and to limit the spread of COVID-19 during the pandemic, students are asked to follow certain classroom protocols. These protocols are in place not only for your safety but also the safety of the rest of the campus community. You will be asked to clean your desk area at the start of each class, sit in designated seats, wear face coverings, and follow dismission instructions. There may be individual medical circumstances that prevent some students from using face coverings. These circumstances will be rare, but if they do exist, we ask that everyone be respectful. It is imperative that we each do our part so that on-campus instruction can continue.

Academic Freedom and Professional Responsibilities

Academic freedom is the right to teach, study, discuss, investigate, discover, create, and publish freely. Academic freedom protects the rights of faculty members in teaching and of students in learning. Freedom in research is fundamental to the advancement of truth. Faculty members are entitled to full freedom in teaching, research, and creative activities, subject to the limitations imposed by professional responsibility. Faculty Code Policy #403 further defines academic freedom and professional responsibilities.

Academic Integrity – "The Honor System"

Each student has the right and duty to pursue his or her academic experience free of dishonesty. To enhance the learning environment at Utah State University and to develop student academic integrity, each student agrees to the following Honor Pledge:

"I pledge, on my honor, to conduct myself with the foremost level of academic integrity."

A student who lives by the Honor Pledge is a student who does more than not cheat, falsify, or plagiarize. A student who lives by the Honor Pledge:

- Espouses academic integrity as an underlying and essential principle of the Utah State University community;
- Understands that each act of academic dishonesty devalues every degree that is awarded by this institution; and
- Is a welcomed and valued member of Utah State University.

Academic Dishonesty
The instructor of this course will take appropriate actions in response to Academic Dishonesty, as defined by the University’s Student Code. Acts of academic dishonesty include but are not limited to:

- **Cheating**: using, attempting to use, or providing others with any unauthorized assistance in taking quizzes, tests, examinations, or in any other academic exercise or activity. Unauthorized assistance includes:
  - Working in a group when the instructor has designated that the quiz, test, examination, or any other academic exercise or activity be done “individually;”
  - Depending on the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments;
  - Substituting for another student, or permitting another student to substitute for oneself, in taking an examination or preparing academic work;
  - Acquiring tests or other academic material belonging to a faculty member, staff member, or another student without express permission;
  - Continuing to write after time has been called on a quiz, test, examination, or any other academic exercise or activity;
  - Submitting substantially the same work for credit in more than one class, except with prior approval of the instructor; or engaging in any form of research fraud.

- **Falsification**: altering or fabricating any information or citation in an academic exercise or activity.

- **Plagiarism**: representing, by paraphrase or direct quotation, the published or unpublished work of another person as one’s own in any academic exercise or activity without full and clear acknowledgment. It also includes using materials prepared by another person or by an agency engaged in the sale of term papers or other academic materials.

For additional information go to: [ARTICLE VI. University Regulations Regarding Academic Integrity](https://studentconduct.usu.edu/studentcode/article6)

**Sexual Harassment/Title IX**

Utah State University is committed to creating and maintaining an environment free from acts of sexual misconduct and discrimination and to fostering respect and dignity for all members of the USU community. Title IX and [USU Policy 339](http://www.usu.edu/policies/339) address sexual harassment in the workplace and academic setting.

The university responds promptly upon learning of any form of possible discrimination or sexual misconduct. Any individual may contact USU’s [Office of Equity](https://equity.usu.edu/) for available options and resources or clarification. The university has established a complaint procedure to handle all types of discrimination complaints, including sexual harassment ([USU Policy 305](http://www.usu.edu/policies/305/)), and has designated the Office of Equity Director/Title IX Coordinator as the official responsible for receiving and investigating complaints of sexual harassment.

**Withdrawal Policy and "I" Grade Policy**
Students are required to complete all courses for which they are registered by the end of the semester. In some cases, a student may be unable to complete all of the coursework because of extenuating circumstances, but not due to poor performance or to retain financial aid. The term ‘extenuating’ circumstances includes: (1) incapacitating illness which prevents a student from attending classes for a minimum period of two weeks, (2) a death in the immediate family, (3) financial responsibilities requiring a student to alter a work schedule to secure employment, (4) change in work schedule as required by an employer, or (5) other emergencies deemed appropriate by the instructor.

**Students with Disabilities**

USU welcomes students with disabilities. If you have, or suspect you may have, a physical, mental health, or learning disability that may require accommodations in this course, please contact the [Disability Resource Center (DRC)](http://www.usu.edu/drc/) as early in the semester as possible (University Inn # 101, (435) 797-2444, drc@usu.edu (mailto:drc@usu.edu)). All disability related accommodations must be approved by the DRC. Once approved, the DRC will coordinate with faculty to provide accommodations.

Students who are at a higher risk for complications from COVID-19 or who contract COVID-19 may also be eligible for accommodations.

**Diversity Statement**

Regardless of intent, careless or ill-informed remarks can be offensive and hurtful to others and detract from the learning climate. If you feel uncomfortable in a classroom due to offensive language or actions by an instructor or student(s) regarding ethnicity, gender, or sexual orientation, contact:

- Division of Student Affairs: [https://studentaffairs.usu.edu](https://studentaffairs.usu.edu), (435) 797-1712, studentservices@usu.edu (mailto:studentservices@usu.edu), TSC 220
- Student Legal Services: [https://ususa.usu.edu/student-association/student-advocacy/legal-services](https://ususa.usu.edu/student-association/student-advocacy/legal-services), (435) 797-2912, TSC 326,
- Access and Diversity: [http://accesscenter.usu.edu](http://accesscenter.usu.edu), (435) 797-1728, access@usu.edu (mailto:access@usu.edu), TSC 315
- Multicultural Programs: [http://accesscenter.usu.edu/multiculture](http://accesscenter.usu.edu/multiculture), (435) 797-1728, TSC 315
- LGBTQA Programs: [http://accesscenter.usu.edu/lgbtqa](http://accesscenter.usu.edu/lgbtqa), (435) 797-1728, TSC 3145
- Provost's Office Diversity Resources: [https://www.usu.edu/provost/diversity](https://www.usu.edu/provost/diversity), (435) 797-8176

You can learn about your student rights by visiting: The Code of Policies and Procedures for Students at Utah State
Grievance Process

Students who feel they have been unfairly treated may file a grievance through the channels and procedures described in the Student Code: Article VII.

Full details for USU Academic Policies and Procedures can be found at:

- Student Conduct
- Student Code
- Academic Integrity
- USU Academic Policies and Procedures
- Academic Freedom and Professional Responsibility Policy

Emergency Procedures

In the case of a drill or real emergency, classes will be notified to evacuate the building by the sound of the fire/emergency alarm system or by a building representative. In the event of a disaster that may interfere with either notification, evacuate as the situation dictates (i.e., in an earthquake when shaking ceases or immediately when a fire is discovered). Turn off computers and take any personal items with you. Elevators should not be used; instead, use the closest stairs.

Mental Health

Mental health is critically important for the success of USU students. As a student, you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce your ability to participate in daily activities. Utah State University provides free services for students to assist them with addressing these and other concerns. You can learn more about the broad range of confidential mental health services available on campus at Counseling and Psychological Services (CAPS).

Students are also encouraged to download the “SafeUT App” to their smartphones. The SafeUT application is a 24/7 statewide crisis text and tip service that provides real-time crisis intervention to students through texting and a confidential tip program that can help anyone with emotional crises, bullying, relationship problems, mental health, or suicide related issues.