IELI 2310, Elena Taylor, Fall 2021

Intensive English Language Institute
Department of World Languages and Cultures
College of Humanities and Social Sciences, Utah State University

IELI 2310: Comprehending Authentic Discourse
Fall 2021
Course Syllabus

Instructor: Elena Taylor
Office: Main 069D
Email: elena.taylor@usu.edu
Office Hours: M, W 11:30-12:20

Course Information
Class Days and Times: T, Th 10:30-11:45
Location: RWST 311
Course website: Canvas

Important Dates
Classes Begin
Monday August 30
Labor Day (No Classes)
Monday September 6
Fall break (No Classes)
Friday October 15
Thanksgiving Break (No Classes) Wednesday-Friday November 24-26
Classes End
Friday December 10
Final Exams
Monday-Friday December 13-17

Course Description
IELI 2310 focuses on listening and notetaking of authentic passages, such as interviews, news reports, university lectures, and documentaries to help students develop strategies for comprehension and organization of information.

Course Goals
• To comprehend authentic listening passages from various sources;
• To develop note-taking skills which reflect an understanding of the organization of the listening passages.

Learner Outcomes
You will demonstrate listening comprehension by:
• Identifying main ideas;
• Answering questions about the passages;
• Summarizing passages;
• Restating information;
• Filling out graphic organizers.

You will demonstrate note-taking skills by:
• Taking notes that reflect the organization of passages;
• Taking notes that capture the important content;
• Organizing important information in a visually comprehensible manner.
Grading
Course grades will be calculated on the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>93-100%</td>
</tr>
<tr>
<td>A-</td>
<td>90-92%</td>
</tr>
<tr>
<td>B+</td>
<td>87-89%</td>
</tr>
<tr>
<td>B</td>
<td>83-86%</td>
</tr>
<tr>
<td>B-</td>
<td>80-82%</td>
</tr>
<tr>
<td>C+</td>
<td>77-79%</td>
</tr>
<tr>
<td>C</td>
<td>73-76%</td>
</tr>
<tr>
<td>C-</td>
<td>70-72%</td>
</tr>
<tr>
<td>D+</td>
<td>67-69%</td>
</tr>
<tr>
<td>D</td>
<td>63-66%</td>
</tr>
<tr>
<td>D-</td>
<td>60-62%</td>
</tr>
<tr>
<td>F</td>
<td>below 60</td>
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</tbody>
</table>

Grades will be awarded in the following amounts:

- **Homework Assignments – 20%**
- **Project 1: Campus/Community Event – 15%**
- **Project 2: Campus Interview – 15%**
- **Listening Quizzes – 20%**
- **Attendance & Participation – 15%**
- **Final Exam – 15%**

As per IELI policy, any grade below C- is failing.

**Homework Assignments – 20%**
The completion of homework assignments will affect your final grade for the course. The assignments need to be turned in at the beginning of the class, unless other instructions are provided.

**Projects – 30%**
You will also complete two out-of-class projects: attending a campus/community event and interviewing a person on campus. These projects aim at helping you practice your listening and note-taking skills learned in the course. More information on these projects will be given later.

**Listening Quizzes – 20%**
You will complete several in-class listening comprehension quizzes. The quizzes will be based on the listening passages we will work with. Therefore, your active participation in class will help you successfully complete these comprehension quizzes.

**Attendance and Participation – 15%**
Classroom participation is an important part of being a college student. You are expected to participate in each class to the best of your ability. Merely being present does not constitute participation. Just like in the workplace, it is not enough to just show up. It is expected that you come to class prepared and on time. Coming prepared means bringing your completed homework and being ready to contribute to class discussion. It is also expected that you conduct yourself in a respectful manner.

For each class, you are granted 10 points: 5 for attendance and 5 for participation. If you are absent, you lose those 10 points automatically. If you are late/leave class for more than 10 minutes, you are marked absent. As far as participation goes, you will lose 5 points for the following kinds of behavior:
- You are late for class--less than 10 minutes (2 late arrivals are allowed for the entire semester);
• You use your cell phone. For the first two times that you use your cell phone you will lose 5 participation points, after that--you will be marked absent each time you use your phone.
• You use your laptop for non-class related purposes (e.g., surf on the Internet). For the first two times that you use your laptop you will lose 5 participation points, after that--you will be marked absent each time you use your laptop.
• You didn't bring the materials required for the lesson;
• You sleep in class;
• You do homework for other classes;
• You do any other work not related to class activities;
• Your behavior is disruptive*.

* Examples of disruptive behavior:
  • Leaving class without permission;
  • Making noise and repeatedly interrupting;
  • Being verbally abusive to or insulting the instructor or other students;
  • Persistent and unreasonable demands for time and attention;
  • Refusing to comply with the directions of the instructor.

**Final Exam – 15%**
The date of the final exam will be announced later.

**Class Policies**

**Illness and Emergencies.** If you are sick for more than a day, or if there is an emergency (please note that for the university, emergencies include a death or serious illness in the family, warfare, jail or legal problems, accidents), please let the instructor know. Remember that an excused absence for illness purposes will only be granted if a valid proof of absence (e.g., a medical excuse from a doctor) is provided.

**Technology.** Please absolutely NO cell phones and laptops in class! (see *In-Class Activities and Participation* above). The instructor will let you know in advance if you need to bring your laptop for class activities. Using cell phones/texting in class is disrespectful to your classmates and to the instructor. Cell phones should be turned off and put out of sight until class is over. If you are expecting an emergency call, please let the instructor know.

**IELI and USU Attendance Policy**
Learning a language requires that you actively attend and participate in your classes. If you do not regularly attend classes, you may miss important information and fail the class, not progressing to the next level in the IELI program. 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.

Warnings. Students will get at least three warnings before their immigration status is terminated. It is the student’s responsibility to provide a current e-mail address to IELI and the office of Global Engagement and check their e-mail regularly. If a student’s immigration status is terminated, they will be given 15 days to leave the U.S.

IELI Policies

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).

University Policies

Academic Integrity – “The Honor System.” Each student has the right and duty to pursue his or her academic experience free of dishonesty. The Honor System is designed to establish the higher level of conduct expected and required of all Utah State University students.

The Honor Pledge. 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.

**Grievance Process (Student Code).** Students who feel they have been unfairly treated [in matters other than (i) discipline or (ii) admission, residency, employment, traffic, and parking – which are addressed by procedures separate and independent from the Student Code] may file a grievance through the channels and procedures described in the Student Code: http://studentlife.tsc.usu.edu/stuserv/pdf/student_code.pdf (Article VII. Grievances, pages 25-30).

**Plagiarism.** Plagiarism includes knowingly “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 the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.” The penalties for plagiarism are severe. They include warning or reprimand, grade adjustment, probation, suspension, expulsion, withholding of transcripts, denial or revocation of degrees, and referral to psychological counseling.

**Sexual Harassment.** Sexual harassment is defined by the Affirmative Action/Equal Employment Opportunity Commission as any “unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.” If you feel you are a victim of sexual harassment, you may talk to or file a complaint with the Affirmative Action/Equal Employment Opportunity Office located in Old Main, Room 161, or call the AA/EEO Office at 797-1266.

**Students with Disabilities.** The Americans with Disabilities Act states: “Reasonable accommodation will be provided for all persons with disabilities in order to ensure equal participation within the program. If a student has a disability that will likely require some accommodation by the instructor, the student must contact the instructor and document the disability through the Disability Resource Center (797-2444), preferably during the first week of the course.”

**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.
Course Calendar

The schedule is subject to change. All assignments will be posted on Canvas.

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<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Classwork</th>
</tr>
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<tbody>
<tr>
<td>Week 1</td>
<td>Aug 30-Sept 5</td>
<td>Introduction, Chapter 1: Family</td>
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<tr>
<td>Week 2</td>
<td>Sept 6-12</td>
<td>Chapter 1: Family, Quiz 1</td>
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<tr>
<td>Week 3</td>
<td>Sept 13-19</td>
<td>Chapter 2: World Entertainment</td>
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<td>Week 4</td>
<td>Sept 20-26</td>
<td>Chapter 2: World Entertainment, Quiz 2</td>
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<tr>
<td>Week 5</td>
<td>Sep 27-Oct 3</td>
<td>Chapter 3: Environmental Activism</td>
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<td>Week 6</td>
<td>Oct 4-10</td>
<td>Chapter 3: Environmental Activism, Quiz 3</td>
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<td>Week 7</td>
<td>Oct 11-17</td>
<td>Chapter 4: The Sounds of Language</td>
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<td>Week 8</td>
<td>Oct 18-24</td>
<td>Chapter 4: The Sounds of Language, Quiz 4</td>
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<tr>
<td>Week 9</td>
<td>Oct 25-31</td>
<td>Chapter 5: Biotechnology</td>
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<td>Week 10</td>
<td>Nov 1-7</td>
<td>Chapter 5: Biotechnology, Quiz 5</td>
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<td>Week 11</td>
<td>Nov 8-14</td>
<td>Chapter 6: Living in Two Cultures</td>
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<tr>
<td>Week 12</td>
<td>Nov 15-21</td>
<td>Chapter 6: Living in Two Cultures, Quiz 6</td>
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<tr>
<td>Week 13</td>
<td>Nov 22-28</td>
<td>Chapter 7: Making It Work; THANKSGIVING</td>
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<tr>
<td>Week 14</td>
<td>Nov 29-Dec 5</td>
<td>Chapter 7: Making It Work, Quiz 7</td>
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<tr>
<td>Week 15</td>
<td>Dec 6-12</td>
<td>Project Presentations, Wrap-Up</td>
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