



**ENG 100-11L: Introduction to College Reading and Writing
COURSE SYLLABUS: Fall 2013**

Instructor: Professor Gerald Duchovnay

Office Location: Hall of Languages 326

Office Hours: Tuesday and Thursday, 12:20-1:45, 4:30-5:00

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Email Address: Gerald.Duchovnay@tamuc.edu

Our Class Time: TR 9:30-10:45 **Our Classroom:** Hall of Languages 302

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings:

Textbooks Required:

1. Ede, Lisa. *The Academic Writer: A Brief Guide* 978-0-312-45192-9
2. King, Stephen. *On Writing: A Memoir of the Craft* 0-671-02425-6
3. Your ENG 1301 books

Materials Required:

1. Notebook paper (that you can turn in everyday) and writing materials
2. folder to hold materials
3. access to a printer (you'll be printing drafts and papers for this class)
4. access to your e-mail—I will e-mail you as needed about the class.

Course Description:

This course is designed to support you in successfully completing your ENG 1301 class. You'll work with your small groups and ENG 100 instructor to strengthen your drafts for ENG 1301, better understand your writing process, and work individually on the challenges you may face when writing academic texts. You will also work on your reading skills in this class.

Student Learning Outcomes- From THECB:

Students will be able to:

1. Locate explicit textual information, draw complex inferences, and analyze and evaluate the information within and across multiple texts of varying lengths.
2. Comprehend and use vocabulary effectively in speaking, reading, and writing.
3. Identify and analyze the audience, purpose, and message across a variety of texts.
4. Describe and apply insights gained from reading and writing a variety of texts.
5. Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advance the writer's purpose.
6. Determine and use effective approaches and rhetorical strategies for given reading and writing situations.
7. Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies.
8. Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.
9. Develop and use effective reading and revision strategies to strengthen the writer's ability to compose college-level writing assignments.
10. Recognize and apply the conventions of standard English in reading and writing.

COURSE REQUIREMENTS

Instructional / Methods / Activities Assessments

Feedback/ workshop Sessions:

Be prepared to talk about your own writing and the writing of others in the group as we workshop papers for your Eng 1301 class and for this class. You will share drafts of your writing with other readers, and they will respond. You will also receive feedback from me during these sessions.

Quizzes:

We will have quizzes. Sometimes the quiz will test your understanding of the assigned reading. Sometimes it will be a writing prompt. Quizzes are given at the beginning of class and cannot be made up. If you come in late, you do not get extra time to take the quiz. However, at the end of the semester, I will drop your lowest quiz grade. What you should deduce from that policy is this: you have one quiz grade that will not count against you. That means you have one opportunity to be late, miss class, or misunderstand the reading in a way that makes you miss the question before it counts against your grade. Use this option wisely.

Conferences:

These conferences are one-on-one and scheduled between the instructor and student. ENG 100 instructors hold conferences at least three times during the semester: once early in the semester (by the end of week 3), around midterm, and near the end of the semester. Given the size of the class, this might happen more often.

Writing Memoir:

In this class, you read Stephen King's memoir of his writing. For the final project of this class, you will write your own writing memoir. Obviously you will be very creative in this document while also utilizing strategies you have learned in this class and ENG 1301, but there are also some required elements of this text. You must include a section that talks about your writing process this semester and what steps you took to improve your papers for ENG 1301. You should use a lot of detail (like King does) and describe your process as thoroughly as possible. Quote the feedback you received for your ENG 1301 and 100 teachers, feedback from peers, feedback from the Writing Center, and other resources you employed to become a better writer this semester. This paper challenges you to examine your improvement as a writer this semester, but also to look back at past experiences with writing to see how those experiences shaped who you are as a writer today. Be sure to critically examine the way you are describing yourself in this memoir.

You will write this paper a little at a time. If you look at the course calendar, you'll see that you will be required to submit the essays in pieces as drafts.

Homework: As assigned.

Grade Calculation:

Assignment	Weight
Participation	20%
Quiz Grades	30%
Homework/ Drafting	20%
Writing Memoir	30%

TECHNOLOGY REQUIREMENTS

You will need:

- A valid, working email address that you check often (everyday)
- Regular internet access (additional readings available online)
- Access to a computer with a word processing program and a printer (assignments must be typed and printed, and, if necessary, a paid for card that allows you to print in on campus labs.)

ACCESS AND NAVIGATION

Some texts for this course may exist exclusively online, so you must have Internet access to read and/or view these texts.

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement:

Please contact you instructor with any questions you may have. Your instructor's communication preference is e-mail, and his address is: Gerald.Duchovnay@tamuc.edu. Also, your instructor has office hours as noted above. Use either method to speak to him, but email is often better.

Grievance Procedure:

If you have concerns about the class or about me as an instructor, please speak to me about those concerns. If you are not satisfied with the outcome of our conversation, the next person in the chain of command is Tabetha Adkins, the Director of the Writing Program. She can be contacted by e-mail at Tabetha.Adkins@tamuc.edu

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures:

Attendance Policy

As previously stated, quizzes are used to help keep students accountable for coming to class regularly and on time. Attendance is important in this class since the class is focused around helping you succeed in ENG 1301. So, the university's typical policy may be applied: after a fourth absence, the student's final grade will drop one letter. After a sixth absence, the student will fail the course. Also, lack of attendance will impact your participation grade in the class.

The university has no policy for "excused absences" except for university sanctioned events, so please save your absences for illness, court appearances, child care arrangements, and other situations when you must miss class.

Academic Honesty

Professors in the Department of Literature and Languages do not tolerate plagiarism and other forms of academic dishonesty. Instructors uphold and support the highest academic standards, and students are expected to do likewise. Penalties for students guilty of academic dishonesty include disciplinary probation, suspension, and expulsion. (Texas A&M University-Commerce Code of Student Conduct 5.b [1,2,3]).

Plagiarism isn't simply the use of another source's words without giving credit to that source. In fact, this issue is far more complicated. For example:

1. If you write an entire paragraph based on information from a source and only cite that source at the end of the paragraph, this practice can be considered a form of plagiarism.
2. If you use an author's idea without crediting the author, this practice can be considered a form of plagiarism.
3. If you turn in an essay you have used in another course, you can be accused of plagiarism. Yes, you can plagiarize yourself!

4. If you buy a paper from an online “paper mill,” this is definitely plagiarism.
5. If someone writes your paper for you, this is definitely plagiarism.
6. If you “lift” sentences, phrases, or paragraphs from a source (online, a book, a peer’s paper, etc.) without giving credit to the source, that is definitely plagiarism.

On University-Sanctioned Activities

To accommodate students who participate in university-sanctioned activities, the First-Year Composition Program offers sections of this course at various times of the day and week. If you think that this course may conflict with a university-sanctioned activity in which you are involved--athletics, etc.--please see your instructor after class on the first day.

University Specific Procedures:

On Behalf of Students with Disabilities:

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
 Texas A&M University-Commerce
 Gee Library 132
 Phone (903) 886-5150 or (903) 886-5835
 Fax (903) 468-8148
StudentDisabilityServices@tamuc.edu
[Student Disability Resources & Services](#)

Student Conduct

Common Decency: All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See Code of Student Conduct from Student Guide Handbook.) In addition, you are requested to turn off your cell phones before entering the classroom. *Common courtesy says you do not receive or answer calls during class. And no text messaging in class.* I, too, will turn off my cell phone. If you are expecting an emergency call, please let me know ahead of time, put your phone on vibrator mode, and sit close to the exit so you can leave discreetly to take the call.

The Writing Center. The Writing Center is dedicated to helping writers take advantage of all opportunities for learning related to the writing process; to that end, the Center can assist writers at any stage of the writing process. In addition to your instructor in this class and in 1301, this is the place to go for additional assistance with your reading and writing projects. The Center can help you with your papers and digital texts for your classes. The Center is on the ground floor of the Hall of Languages (Room 103), and may be available on line or at the Gee Library. To schedule an appointment, come to HL 103 or call (903) 886-5280 to check out the hours or to see if there is on-line assistance available. DON’T, though, wait until the last minute to get assistance.

COURSE OUTLINE / CALENDAR

Tentative Weekly Schedule:

The instructor reserves the right to adjust this schedule throughout the semester to accommodate for class needs, unexpected weather, etc.

Date	The Tentative Plan
Wk 1 Tuesday 8/27	Getting to know you / syllabus In-class Writing

Thursday 8/29	In-class writing assignment Discussed/analyzed
Wk 2 Tuesday 9/3	King pages 103-107
Thursday 9/5	Work on WA1 Pages vi-22 King
Wk 3 Tuesday 9/10	Review 1301 WA1
Thursday 9/12	One-on-one conferences (required)
Wk 4 Tuesday 9/17	One-on-one conferences (required)
Thursday 9/19	Memoir Draft 1 page King 22-41
Wk 5 Tuesday 9/24	King 41-40
Thursday 9/26 Early Intervention reports go to Success Coaches	Workshopping Papers
Wk 6 Tuesday 10/1	Talk about 1301 WA2 King 61-92
Thursday 10/3	King 91-101
Wk 7 Tuesday 10/8	One-on-one conferences (required) Read King 111-128
Thursday 10/10	One-on-one conferences (required) Read King 129-137
Wk 8 Tuesday 10/15	Review 1301 WA2
Thursday 10/17 Midterm grades go to registrar	King 141-162 Memoir Draft- 3 pages
Wk 9 Tuesday 10/22	King 163-180
Thursday 10/24	King 180-200
Wk 10 Tuesday 10/29	King 200-220 Memoir Draft- 6 pages
Thursday 10/31	King 220-237
Wk 11 Tuesday 11/ 5	Review 1301 WA3
Thursday 11/7	King 237-249
Wk 12 Tuesday 11/12	One-on-one conferences (required) Bring to Conference: Memoir Draft- 8 pages
Thursday 11/14	One-on-one conferences (required) Bring to Conference: Memoir Draft- 8 pages
Wk 13 Tuesday 11/19	Memoir draft due- 10 pages
Thursday 11/21	Talk about memoir
Wk 14 Tuesday 11/26	Workshopping of Papers
Thursday 11/28	No class--Thanksgiving
Wk 15 Tuesday 12/3	Review final essay for 1301 Review Memoir
Thursday 12/5	Memoir Due
Final Draft of Writing Memoir: Due Thursday, December 5.	