



**ENG 1301.03/07: College Reading and Writing Course
COURSE SYLLABUS: Spring 2014**

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PLEASE NOTE: This is a common syllabus used by graduate assistants teaching sections of this course.

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings:

Textbook(s) Required:

Problem Posing: Readings for Democratic Learning. Eds. Mary J. Couzelis, J.D. Isip, and Tabettha Adkins. Fountainhead Press, 2013.

ENG 1301 Course Pack- available from your instructor and online:
<http://web.tamuc.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/firstYearWriting/informationForStudents.aspx>

Academic Journals: I will provide them when we use them.

Course Description:

English 1301 - (formerly ENG 101) - Introduces students to writing as an extended, complex, recursive process and prepares students for English 1302, which more rigorously examines the forms and structures of argument and means to approaching multiple audiences. In 1301 students will write weekly, and will work on essay organization and development. The course will emphasize close reading, summarizing, and analysis of expository and argumentative texts, including student writing.

Student Learning Outcomes:

Students will be able to use rhetorical terminology to describe writing.

Students will be able to identify instances of plagiarism and explain why it is a serious offense in academic writing.

Students will be able to interpret texts written for academic audiences.

Students will be able to use academic writing conventions in their own writing.

COURSE REQUIREMENTS

Instructional / Methods / Activities Assessments

Attendance/Participation/Other Assignments

Quizzes: 29

Discussions: 14

Writing Center Visits: 6 (at least 2 for each writing assignment)

Reading Responses: 10

Writing Assignments (WAs): 3

Grading

Here's a breakdown of how your grade will be calculated:

Attendance/Participation/other Assignments: 10%

Quizzes: 5 %

Discussions: 10 %

Writing Center Visits: 15 %

Reading Responses: 15 %

WA 1: 10 %

WA 2: 15 %

WA 3: 20 %

Grading Scale (%):

90-100	A
89-80	B
79-70	C
69-60	D
59 and below	F

TECHNOLOGY REQUIREMENTS

You will need:

Flash drive or other means (dropbox.com account, for example) of storing digital versions of the essays and other written material you generate (always, always keep a backup of everything you turn in!)

Your university email address. Check it regularly. E-mails are sent through eCollege that uses your university email address.

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)

Ability to print 30-50 pages throughout the semester (funds, ink, paper, etc.)

Many teachers require students to access an eCollege course shell for supplemental course information

Use **Microsoft Word or Page** for your essays. You should use either of them and submit your paper with .doc/docx or .pages extensions when you need to submit through eCollege. Other word processing software will NOT be accepted because formats with other word processors may be collapsed with **Microsoft Word or Page** or are even not shown correctly. If you use other software such as Open Office or Text Editor, note that your final paper may not show correct formats. If you don't have **Microsoft Word**, go to Gee Library. Computers in the library have at least **Microsoft Word 2010**.

ACCESS AND NAVIGATION

Some texts for this course 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 your instructor with any questions you may have. Your instructor's communication preference is e-mail, and his/her address is: smenjo@leomail.tamuc.edu. Since eCollege uses this e-mail address, you can send me emails from eCollege. Also, each instructor in the department of literature and languages is required to keep at least three office hours per course per week.

Announcements are posted on eCollege and/or sent out via e-mail. Check your eCollege and university e-mail frequently.

Grievance Procedure:

Students who have concerns about their writing course or instructors should speak *first* to the instructor about those concerns. If the student is unsatisfied with the outcome of that conversation, the next person in the chain of command is the Director of the First-Year Writing Program, Dr. Tabetha Adkins. Students should contact her via e-mail at Tabetha.Adkins@tamuc.edu

See this website for details about these policies:
<http://web.tamuc.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/firstYearWriting/informationForStudents.aspx>

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures:

Attendance Policy

Students may miss up to five times without penalty. After the sixth absences, the student's final grade will drop by one letter. After the eighth absences, the student cannot pass the course.

Other policies you may want to include:

There is no such thing as “partial attendance”—students are either present for the entire course, or they are absent. If you leave the class early, you will be marked as an absence. Excessive tardiness can be penalized as an absence.

Although the university has no policy for “excused absences” except for university sanctioned events, WITH legitimate documents such as a doctor's note, your absences for illness, court appearances, child care arrangements, and other unforeseen circumstances are excused. Without those documents, your attendances are counted as absences.

Academic Honesty

The official departmental policy: “Instructors in the Department of Literature and Languages do not tolerate plagiarism and other forms of academic dishonestly. 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])

If you ever have any questions about a particular use of a source, always ask your instructor. They want you to avoid plagiarism, too, so they will help you do so whenever and wherever they can. Do what you can to take advantage of this support—to look innocent in addition to being innocent when it comes to charges of plagiarism.

Students guilty of academic dishonesty of plagiarism can expect to fail the assignment in question or the entire course depending on the nature of the incident. See your *Writing at Texas A&M University-Commerce* Guide (a required text for this course) for more information.)

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.

Late Work Policy

Quiz:

A quiz should be taken at a time when it is given. No make-up quizzes are given.

Assignment/Paper:

If you submit any assignment after the deadline, you will receive **the following grade with NO feedback**

1 day late: 60 %

2 days late: 50 %

3 days late and more: 0 %

WITH legitimate documents such as a doctor's note, your late submissions will be taken into consideration. Please let your instructor know why you need late submission, and adjustments can possibly be made in the Late Work Policy.

When you submit assignments via eCollege, make sure that you have enough time to avoid late submission. Posting may take longer than you think. So don't submit 1 minute before the deadline for example. It may reach the server in more than 2 minutes, which results in late submission.

University Specific Procedures:

Statement 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

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*).

Schedule

This schedule is a subject to change.

Some additional articles may be provided for the reading assignment.

	Date	Class	Quiz/Assignment Due	Reading for next class	Discussions
Week 1	1/14	Introduction		PP 1- 3 (Plagiarism)	
	1/16	Plagiarism/eCollege	Quiz 1	PP 294 - 296 (What writing is)	Discussion 1
Week 2	1/21	Summary, Annotation (Analysis), evaluation, Basic Format of essay writing in college, Reading Strategies	Quiz 2 + Summary of Kings' article (Bring it to the class)	PP 240 - 241 (Top ten grammar myths) & 329-334 (Bad comma)	
	1/23	Format (Pronoun use, contraction forms, colloquials) + Reading Strategies	Quiz 3	RR 1: PP 41-43 (The joy of reading and writing), PP 297 - 300 (Shitty first draft)	Discussion 2
Week 3	1/28	Allegory of the Cave/The Burkean Parlor/CARS Model/Argument (course packet) + Citation (in-text citation)	Quiz 4, Reading Response (RR) 1	PP 342 - 351 (All Writing is Autobiography)	
	1/30	Allegory of the Cave/The Burkean Parlor/CARS Model + Citation (reference page)	Quiz 5, RR1 revised	RR 2: PP 304-311 (Learning to read), CP 12-14 (Writing and Discourse Community), CP 196 (Discourse community)	Discussion 3
Week 4	2/4	Writing and Discourse Communities (course packet)	Quiz 6, RR 2	PP 6-25 (Rhetoric) + PP 29 - 38 (Responding to oral and visual media),	
	2/6	Argument (course packet) + Rhetoric	Quiz 7, RR 2 Revised	RR 3: PP 275-279 (Studies explore whether..)	Discussion 4
Week 5	2/11	Proofreading and revising	Quiz 8, RR 3 + WA 1 First draft		

	2/13	Proofreading and revising	Quiz 9 + RR 3 Revised	PP 162-163 (Resolution on language rights 1974 NCTE)	Discussion 5
Week 6	2/18	Discussion (TBA)	Quiz 10		
	2/20	Discussion (TBA)	Quiz 11, WA 1 Final Draft (2/23)	RR 4: PP 312-318 (The cosmopolitan Tongue)	Discussion 6
Week 7	2/25	Discussion (TBA)	Quiz 12, RR 4		
	2/27	Discussion (TBA)	Quiz 13, RR 4 Revised	RR 5: PP 451-455, Mother Tongue)	Discussion 7
Week 8	3/4	Discussion (TBA)	Quiz 14, RR 5	PP 44-54 (How to tame a wild tongue)	Discussion 8
	3/6	Discussion (TBA)	Quiz 15		
	3/11	Spring Break			
	3/13				
Week 9	3/18	Discussion (TBA)	Quiz 16		
	3/20	Discussion (TBA)	Quiz 17, WA 2 First draft	RR 6: PP 435 - 441 (Taking Women Seriously)	Discussion 10
Week 10	3/25	Discussion (TBA)	Quiz 18, RR 6		
	3/27	Discussion (TBA)	Quiz 19		
Week 11	4/1	Discussion (TBA)	Quiz 20		
	4/3	Discussion (TBA)	Quiz 21, WA 2 Final draft (4/6)	RR 7: Barbie-Q (164-165 in PP)	Discussion 11
Week 12	4/8	Discussion (TBA)	Quiz 22, RR 7		
	4/10	Discussion (TBA)	Quiz 23	RR 8: The development of implicit attitudes (an article in DocSharing)	Discussion 12
Week 13	4/15	Discussion (TBA)	Quiz 24, RR 8		
	4/17	Discussion (TBA)	Quiz 25	RR 9: Blue-Collar Brilliance (442-448 in PP)	Discussion 13

Week 14	4/22	Discussion (TBA)	Quiz 26, RR 9		
	4/24	Discussion (TBA)	Quiz 27, W3 First draft	RR 10: Focal colors are universal after all (an article in DocSharing)	Discussion 14
Week 15	4/29	Presentation of WA 3	Quiz 28, RR 10		
	5/1	Presentation of WA 3	Quiz 29 WA 3 Final draft (5/4)		