



**ENG 1301: College Reading and Writing  
COURSE SYLLABUS: Fall 2014**

**Instructor:** Melissa Gantt

**Office Location:** Hall of Languages 211

**Office Hours:** MW 8:45 a.m. – 9:45 a.m. & 12: 15 p.m. – 1:15 p.m.  
By appointment as needed.

**Office Phone:** (903) 886.5907

**Office Fax:** (903) 886.5980

**University Email Address:** Melissa.Gantt@tamuc.edu

**COURSE INFORMATION**

**Materials – Textbooks, Readings, Supplementary Readings, Supplies:**

Textbook(s) Required:

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

**ENG 1301 Course Pack-** available from your instructor and online:

[http://www.tamuc.edu/academics/colleges/humanitiesSocialSciencesArts/departments/  
literatureLanguages/firstYearWriting/informationForStudents.aspx](http://www.tamuc.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/firstYearWriting/informationForStudents.aspx)

1 ½ inch 3-Ring Binder

Dividers for binder (with tabs)

White, standard (not college ruled) notebook paper

**Course Description:**

English 1301 - 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 texts, including student writing.

**Student Learning Outcomes:**

1. In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure.
2. Students will be able to engage with peers in a way that demonstrates their understanding of relevant course theories and concepts.
3. Students will demonstrate the ability to synthesize varied sources of information, acknowledge the contributions/insights of others, and make independent judgments.
4. Students will understand and practice academic honesty.

**Core Objectives (Language, Philosophy & Culture):**

1. Critical Thinking Skills: Students will be able to form substantive and evidence-driven arguments to propose solutions to problems or explain phenomena.
2. Critical Thinking Skills: Students will demonstrate the ability to synthesize varied sources of information, acknowledge the contributions/insights of others, and make independent judgments.

3. **Communication Skills:** In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure.
4. **Social Responsibility:** Students will understand and practice academic honesty.

### **Local Learning Outcomes:**

- **Communications:** In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure.
  - This objective will be assessed by the instructor using a rubric upon each student's successful completion of at least four major writing assignments.
- **Teamwork:** Students will be able to engage with peers in a way that demonstrates their understanding of relevant course theories and concepts.
  - This objective will be assessed by an evaluation of at least one essay or researched presentation from each student. Students will be responsible for reading and giving productive feedback to peers based on guidelines and/or a rubric provided by the instructor. Students revise work based on feedback received in peer review from one or more peers.
- **Critical Thinking:** Students will demonstrate the ability to synthesize varied sources of information, acknowledge the contributions/insights of others, and make independent judgments.
  - This objective will be assessed by an evaluation of at least one essay, critical response paper, or researched presentation from each student.
- **Social Responsibility:** Students will describe the relationships of individuals to their communities.
  - This objective will be assessed by an evaluation of at least one essay by each student. The essays will focus on specific readings and issues relevant to the course
- **Personal Responsibility:** Students will understand and practice academic honesty.
  - Following a unit that looks at the cultural, legal, and academic contexts surrounding plagiarism, students will take a quiz that determines if students have understood the content of the unit and why plagiarism is taken so seriously in academic contexts.

<b>COURSE REQUIREMENTS</b>
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### **Instructional / Methods / Activities Assessments**

**Major Writing Assignments (WAs):** In addition to the Photo Essay described below, there will be at least four major essays assigned during the semester. The essay subjects and due dates are on the Course Calendar.

**Reading Assignments:** You will be assigned readings from your textbooks and online. You will write responses to these readings and turn them during the first five minutes of the next class.

**Quizzes:** There will be quizzes over the assigned readings.

**Photo Essay (This is a requirement for all 1301 classes):** Choose a key theme from the course (discourse community, literacy sponsor, literacy, Burkean Parlor, CARS model, dialogue, rhetorical terms, etc.) and create a photo essay illustrating your understanding of this theme. This essay should be comprised almost entirely of images you create and collect. You will then write one paragraph about each image explaining why that image illustrates the concept you chose. The essay should be more than a collection of images. These images should help tell a story about the concept. Think about what stories involve: an argument, a beginning, a middle, an arc, and an end. In other words, you are using your images—a kind of rhetoric—to tell a story about a concept.

In addition to submitting this essay to your instructor, you will also send a copy of this assignment to [writingprogramTAMUC@gmail.com](mailto:writingprogramTAMUC@gmail.com) upon completion.

## Grading Scale:

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

### The grades will be calculated as follows:

Reading Responses .....	20%
Assignments / Quizzes.....	15%
Participation .....	15%
Essays .....	50%

Your grade for this course will be impacted by a number of factors.

- **You must complete the required assignments and submit them on time.** Do a good job with these, make good use of the feedback provided (by your instructor, by your classmates during peer review, by tutors in the writing center), and revise effectively.
- **Participation: Involve yourself in all the in-class discussions, and otherwise take every minute of this seriously,** and you should do well in this course. Your participation grade will be determined by several factors: attendance, participating in class discussions, and being prepared for class (having required materials, being on time) – in other words, *being an active and productive member of our class community.*
- **I allow you to revise your essays to improve your writing and your grade.** I believe you learn to write by writing and you learn grammar and mechanics by recognizing and correcting errors. **However, there will be time limits on how long you will have to revise each essay.** I will keep track of these due dates and if you do not meet them, I will not accept the revisions.

## 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!).
- A valid, working email address that you check often (every day).
- 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 a Learning Studio (formerly known as eCollege) course shell for supplemental course information.

## 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 **her address is: TBA**. Also, each instructor in the department of literature and languages is required to keep at least three office hours per course per week.

### 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](mailto:Tabetha.Adkins@tamuc.edu).

See this website for details about these policies:

<http://www.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 six times without penalty.** After the seventh absence, the student's final grade will drop by one letter. After the ninth absence, the student cannot pass the course.
  - This means if you are going to be absent you must let me know but I don't need to know the reason. **However, it is your responsibility to turn in any assignment that is due – on time – whether you are present or not.** Email it to me or make other arrangements with me **at least 30 minutes before your class is due to begin. You will still be required to turn in a hard copy the next time class meets.**
- You are allowed **three (3) tardies**. Tardy means no more than ten (10) minutes late.
- 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.
- **Class participation** is a large part of your grade. This participation includes attending class, participating in class discussions, having assignments prepared to turn in at the beginning of the class in which they are due, taking notes, bringing all materials to class, and completing assignments.
- **Late work** will *not* be accepted! If there are extreme mitigating circumstances you must communicate with me – **before the assignment due date** – to discuss the situation.
- **Cell phones** must be on silent when in class (not on vibrate) and **must be put away** – don't leave them on your desk or in your lap.
- **Laptops, netbooks, tablets, and iPads** may only be used with permission.
- **All essays** must be turned in using MLA format which we will learn in class. If MLA format is not followed there is an automatic 10 point deduction on your grade.
- **Attending scheduled conferences with Mrs. Gantt** is required to pass this class.
- You must sign the **Course Contract**. This contract ensures that you have read the syllabus and understand the requirements for passing this course.

#### *Course Etiquette*

We are all adults and as such we all need to exhibit adult behavior. Practicing **courteous behavior** to one another and to me as well as having **tolerance** for others' beliefs is part of being a college student. You will be asked to leave the class for disruptive, discourteous, or intolerant behavior. This could impact your continued enrollment in class.

## ***Course Content***

This is a college class intended for adults. There may be materials or class discussions that contain ideas or language some may find offensive. However, one of the goals of this course is to study the effects and power of the use of words and images in our culture. I will not allow discussions to veer from the course goals. Discussions will be conducted in a mature and honest manner with the intention of furthering our understanding of the topic at hand.

## ***Academic Honesty***

The official departmental policy: “Instructors 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])

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.

## **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](mailto: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*).

Units and readings:

**COURSE OUTLINE / CALENDAR required to be on syllabus**

This calendar is likely to change in order to accommodate learning needs.

Be sure to make time for one-on-one conferences with your students. I recommend at least two conferences per semester. Experience has shown me that you should start conferencing as early as week three to make sure students understand expectations of the class.

Week 1	
Week 2	
Week 3	
Week 4	
Week 5	
Week 6	
Week 7	
Week 8	
Week 9	
Week 10	
Week 11	
Week 12	
Week 13	
Week 14	Thanksgiving week- university closes Wednesday at noon.
Week 15	<span style="color: red;">You should encourage students to attend the Celebration of Student Writing date, time, and location TBA</span>
Week 16	Finals Week (no formal exam for ENG 1301)