



**ENG 1301: College Reading and Writing**  
**Course that Requires ENG 100**  
**COURSE SYLLABUS: Fall 2015**

**Instructor:** Amanda McCain

**Office Location:** HL 215

**Office Hours:** T 3:30-5 pm W 11am-1pm R 4-5pm, and by appointment

**Office Phone:** (903) 886.5908

**Office Fax:** (903) 886.5980

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

<b>COURSE INFORMATION</b>
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**Materials – Textbooks, Readings, Supplementary Readings:**

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 online:

<http://www.tamuc.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/firstYearWriting/informationForStudents.aspx>

AND

<https://www.dropbox.com/s/6wodtfmedsfjgsj/1301Coursepack.pdf?dl=0>

**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 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**

#### **Major Writing Assignments (WAs):**

*WA1: Reflection: Literacy Events Essay*—(4-5 pages) This essay will allow you to identify three personal literacy events and how those events and experiences, along with what occurred or did not occur, has/has not affected the way you look at technology and literacy.

*WA2: Exploration: Photo Essay Proposal*—(2-4 pages) In this proposal, you will put together your ideas of what you want your Photo Essay (WA3) to be about to show what themes have interested you in the discussion of writing, and how you interact with writing and writers.

*WA3: Analysis and Results Presentation: Photo Essay*—(8-10 pages) Create a photo essay illustrating your understanding of a chosen themes from the course. 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 have chosen.

*WA4: Synthesis and Reflection: Post-Mortem Documentation*—(8-10 pages) Create a “wrap-up” essay where you apply the skills you have practiced through the semester to your own effort and work. You will summarize your experience in the course as a whole, and analyze one of your works in depth. You will then synthesize and reflect on what went right, what went wrong, and why.

*Final Portfolio:* you will select three of the essays you’ve written for this class, revise them (deeply), and write an introductory, reflective letter to your instructor that you’ll include in the front of the portfolio.

#### **Weekly Assignments:**

*Quizzes*—A quiz will be given at the beginning of class. The quiz cannot be made up (with exception of university excused absences). These quizzes fall under class participation.

*Reading Responses*--Reading Responses will consist of three paragraphs written in response over one or two items you had to read/watch/listen to for class discussion. Responses can include a number of things such as: thoughts and feelings caused by the reading, ideas you had during the reading, an example of how you see the ideas from the reading appearing in or affecting your life, etc.

#### **Grading**

This is a writing class, you will be expected to write and submit writing assignments on time. In addition, revision is an important part of the writing process and as such, you will be expected to revise your papers. The grade on your writing assignments will primarily be affected by your

writing, but you must also participate in the peer review process. In each draft, you'll want to think about how the class assignments fit into your argument, as the goal for in class assignments are to assist you with coming up with ideas for your writing assignments. Don't forget that you'll want to meet the essay requirements and address the prompt as completely as possible.

You will be assigned a grade on the initial due date for each discrete piece of writing, but you will have the opportunity and encouraged to revise to make your writing stronger. The **first revision** is due one week after the assignment has been returned to you.

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

Assignment	Percentage of Final Grade
Class Participation	5
Reading Responses	10
WA1: Literacy Event	10
WA2: Proposal	10
WA3: Photo Essay	20
WA4: Post-Mortem	20
Portfolio	25
Total	100

### **I DO NOT ACCEPT LATE WORK.**

If an assignment is due at the beginning of class, it is due at the beginning of class. If you must be absent the day an assignment is due, you must get the assignment to me BEFORE class begins.

Always turn in something that shows you have worked on your assignment. In this case, something is better than nothing—with something, you have a chance at revising. If you submit nothing, you cannot revise and potentially receive a passing grade on the assignment.

### **Grading Scale:**

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

Your grade for this course will be determined by a number of factors. You'll need to keep up with the readings, involve yourself in all the in-class discussions, and be an active participant in the class. You can spend a lot of time developing and revising, working on certain aspects of your writing, and all of this effort and expertise will be reflected in your final project and your grade. *That means that your attention to revision and your awareness of your own work habits, strengths and weaknesses will become a very important element of your writing process.*

**Please note: If you do not turn in all major assignments (including your portfolio), you will not pass the course.**

## 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 (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)
- 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

## 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: [amanda.mccain@tamuc.edu](mailto:amanda.mccain@tamuc.edu). 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 regarding their courses should first address those concerns with the assigned instructor in order to reach a resolution. Students who are unsatisfied with the outcome of that conversation or have not been able to meet individually with their instructor, whether in-person, by email, by telephone, or by another communication medium, should then schedule an appointment with the Director of First-Year Writing, Dr. Tabettha Adkins, by completing a student grievance form available on the program website: <http://www.tamuc.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/firstYearWriting/informationForStudents.aspx>

Where applicable, students should also consult University Procedure 13.99.99.R0.05 ("Student Appeal of Instructor Evaluation").

Departmental Chain of Command for ENG 100/1301/1302 courses: Instructor -> Dr. Tabettha Adkins, Director of First-Year Writing -> Dr. Susan Stewart, Assistant Department Head or Dr. Hunter Hayes, Department Head

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

### Course Specific Procedures:

#### *Attendance Policy*

This class meets two times a week (**TR**). You may miss up to four (**4**) times without penalty. On and after the fifth (**5**) absence, your final grade will drop by one letter. After the seventh (**7**) absence, you cannot pass the course.

- Excessive tardiness will be penalized as an absence.
- There is no such thing as “partial attendance”—students are either present for the entire course or they are absent. If you are asked to leave the class for disruptive or disrespectful behavior, the day will be counted as an absence regardless of how much class time is left.
- 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*

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 (athletics, etc.), 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:

All students enrolled at the university shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See current Student Guidebook)

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, Gee Library, Room 132 (903) 886-5150 or (903) 886-5835 phone (903) 468-8148 fax Email: Rebecca.Tuerk@tamuc.edu 1.11

Nondiscrimination notice: A&M – Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

<b>COURSE OUTLINE / CALENDAR</b>
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This calendar is likely to change in order to accommodate learning needs.

Week 1	Introductions; Wong, Stern Readings
Week 2	Downs & Wardle Reading
Week 3	Bartholomae, Brandt Readings
Week 4 <b>WA1 DUE</b>	Thurs: Conferences
Week 5	Lamott; Keller; Perl Readings
Week 6	TBA
Week 7 <b>WA2 DUE</b>	Bloom, hooks Readings
Week 8	TBA Thurs: Conferences
Week 9	Tue: Conferences Diaz, King Readings
Week 10 <b>Photo Essay DUE</b>	Malcolm X, Walker Readings
Week 11	TBA
Week 12	TBA
Week 13	University closes Wednesday at noon for Thanksgiving.
Week 14 <b>Post-Mortem DUE</b>	Conferences
Week 15 Celebration of Student Writing, DEC 11 SRSC Conference rooms: A-C 11 am-1 pm <b>Portfolio DUE</b>	Portfolio & Extra Credit Options
Week 16	Finals Week

Confirmation of Syllabus

McCain  
Fall 2015  
ENGL 1301

Contact Information

Name (printed): \_\_\_\_\_

Email Address (checked at least daily): \_\_\_\_\_

Major: \_\_\_\_\_

The above information is to be only used for this course and only when the instructor needs to contact me for reasons pertaining to the course.

I have read and understand the syllabus for this session of ENG 1301. I understand that I am responsible for keeping up with the class demands: writing assignments, class exercises and participation, as well as attendance and portfolio upkeep.

I understand that Mrs. McCain does not accept late work and assignments are due at the beginning of class. I also understand that there is an attendance policy where my grade will be dropped by a letter after 5 absences and result in failure after 7 absences.

If I have any questions concerning the class, I understand that I am to contact my instructor, Mrs. Amanda McCain, through the means listed on the syllabus (office visit, email or office phone). I also understand that if I have any problems with the class I must contact Mrs. McCain first to try and resolve the situation. If the situation cannot be resolved with Mrs. McCain, she will then direct me to the student grievance procedure and to her supervisor, Dr. Tabetha Adkins.

I have received and read a copy of the course syllabus. I understand the behavior and expectations of me for ENG 1301 Fall 2015.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date