



**ENG 1301.004 & 1301.009: College Reading and Writing
COURSE SYLLABUS: Spring 2016**

Instructor: Melissa Gantt
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By appointment as needed.
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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>

1 ½ inch 3-Ring Binder

Dividers for binder (*with tabs*)

White, standard (not college ruled) notebook paper – *Note: this is the packaged paper, not torn from a spiral notebook.*

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): In addition to the Photo Essay described below, there will be at least three 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 in 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 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, your classmates during peer review, and 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, etc.) – 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!).
- Your TAMUC email address that you check often (every day).
- Regular internet access (additional readings available *only* 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.).

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: Melissa.Gantt@tamuc.edu. Also, each instructor in the department of literature and languages is required to keep at least four 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/literatureLanguage/s/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 SPECIFIC PROCEDURES/POLICIES

Attendance Policy

- **Students may miss up to four classes without penalty.** After the fifth absence, the student's final grade will drop by one letter. After the seventh 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 one hour before your class is due to begin. You will still be required to turn in a hard copy the next time class meets. No exceptions to this rule!**
- 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 – **at least 24 hours 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 on the final draft of your essay, there is an automatic 10-point deduction on your grade.
- **Attending scheduled conferences with Mrs. Gantt** is required to pass this class.
- This syllabus is considered a **contract between the student and Mrs. Gantt**. You are to read the syllabus and understand the requirements for passing this course, making sure to ask Mrs. Gantt about anything you don't understand within the first two weeks of school.

Course Etiquette

We are all adults and as such we all need to exhibit adult behavior. Practicing **courteous behavior** to one another and to Mrs. Gantt as well as having **tolerance** for others' beliefs is part of being a college student and a citizen of the world. 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 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 or plagiarism can expect to fail the assignment in question or the entire course depending on the nature of the incident.

UNIVERSITY SPECIFIC PROCEDURES/POLICIES

- 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.

COURSE OUTLINE / CALENDAR

This is a basic overview of the semester. You will receive a more detailed course calendar with assignment information and due dates. This calendar is likely to change in order to accommodate learning needs.

Week 1: Jan 19-22	Introductions; Go over Syllabus in detail; Purchase textbook and supplies; Read pgs. 297-300 (Anne Lamott) and write Reading Response 1 (RR1)
Week 2: Jan 25-29	What is Rhetoric? Why is Plagiarism Such a Big Deal?
Week 3: Feb 1-5	Communicating in the Digital Age
Week 4: Feb 8-12	Literacy: What Does It Mean?
Week 5: Feb 15-19	Conferences
Week 6: Feb 22-26	The Writing Process Writing Assignment 1 (WA1) Assigned
Week 7: Feb 29-Mar 4	WA1 Draft Due for Peer Review Discourse Communities
Week 8: Mar 7-11	WA1 Due Continue Discourse Communities
Spring Break! Mar 14-18	
Week 9: Mar 21-25	WA2 Assigned Visual Literacies
Week 10: 28-Apr 1	WA2 Rough Draft Due for Peer Review Introduce Photo Essay
Week 11: Apr 4-8	WA2 Due Logical Fallacies WA3 Assigned
Week 12: Apr 11-15	Conferences
Week 13: Apr 18-22	WA3 Due for Peer Review Photo Essay Assigned Workshop for Photo Essay
Week 14: Apr 25-29	Continue Working on Photo Essay In and Out of Class

Week 15: May 2-6	Photo Essay Presentations Attendance Required on Both Days Celebration of Student Writing
Week 16: May 9-13	Finals Week (no formal exam for ENG 1301)