



English 1302: Written Argument and Research
COURSE SYLLABUS: Fall 2017
TR 12:30-1:45, David Talbot Hall of Languages 325

INSTRUCTOR INFORMATION

Instructor: Ms. Cristina Rhodes
Office Location: Hall of Languages 112
Office Hours: Tuesdays 11-12:30; Thursdays 11-12:30, 3:30-4:30; and by appointment
University Email Address: crhodes6@leomail.tamuc.edu (preferred form of communication)
Communication Response Time: within approx. 24 hours during the week
Course Website: <https://sites.google.com/leomail.tamuc.edu/eng-1302-spring-2017/home>

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required

Writing Inquiry. Eds. Shannon Carter, Donna Dunbar-Odom, Tabetha Adkins, and Jessica Pauszek. Fountainhead Press, 2017.

Software Required

Word processing, presentation software

Course Description

ENG 1302 - GLB/US-Written Argument/Research

Hours: 3

This course provides students with advanced training in communication skills emphasizing the writing and reading of argumentative prose and adapting writing to alternate audiences. Students will write weekly, including such texts as journals, reading response logs, summaries of argumentative texts, argumentative papers, and longer papers integrating secondary research. Activities include close reading of sample texts, both student and professional. Some sections will emphasize special topics in both reading and writing. Prerequisites: Grade of C or better in English 1301 or advanced placement or CLEP.

Student Learning Outcomes

(critical thinking, communication, teamwork, and personal responsibility)

The syllabus/schedule are subject to change.

1. Students will be able to analyze, evaluate, or solve problems when given a set of circumstances, data, texts, or art.
2. 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.
3. Students will be able to work together toward a shared purpose relevant to the course or discipline with a sense of shared responsibility for meeting that purpose.
4. Students will understand and practice academic honesty.
5. Students will be able to view themselves as engaged citizens within an interconnected and diverse world.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Using the learning management system, using Microsoft Word and PowerPoint and/or Prezi

Instructional Methods

All sections except those labeled W in the section number are face-to-face classes that meet during each meeting time. Students may submit coursework on line in learning management system but all class meetings will be face-to-face as scheduled.

Online sections (those labeled W in the section number) meet exclusively in the learning management system.

Student Responsibilities or Tips for Success in the Course

Check your university account daily

GRADING

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

Assignment	Weight of Grade:
Writing Assignment #1- Defining Literacy	5%
Group Poster Presentation and Reflection: Analysis of Literacy Ethnographies	10%
Writing Assignment #2- Research Ethics in Community of Practice (Code of Ethics, Informed Consent, and Reflection)	10%

The syllabus/schedule are subject to change.

Writing Assignment #3- Research Proposal	15%
Writing Assignment #4- Insider Perspective/Verbal Portrait	5%
Celebration of Student Writing Presentation	15%
Ethnographic Project	20%
Portfolio and Reflection	10%
Participation	10%

Writing Assignments

See *Writing Inquiry (Part III)* or our course website for specific information about Writing Assignments (WAs).

Celebration of Student Writing - Monday, April 30, 11:30-1

The Celebration of Student Writing is an event held every semester where students enrolled in ENG 1302 demonstrate and show-off what they learned in their research projects. All sections of ENG 1302 are required to participate. You must create some kind of display with artifacts, visual elements, and information about what you learned in your research. The “celebration” will look like a science fair with rows of tables and projects displayed. Your participation in this event is mandatory. Plan to arrive approximately 20 minutes early to set up.

This assignment measures students’ critical thinking skills (Student Learning Outcome 1) and will be assessed for Core Curriculum Assessment for the University College every four years. The analysis of this assessment will not impact your grade.

This assignment also measures students’ oral and visual communication (Student Learning Outcome 2) and will be assessed for Core Curriculum Assessment for the University College every four years.

In-Class Participation

Participation encompasses all parts of engaging with in-class work. Participation includes activities like: In-Class Writings, free writes, group work, short presentations, class discussion, etc.; but is also calculated based on your readiness to engage in class discussions, your attendance and on-time arrival to class, and your attitude during our class time.

TECHNOLOGY REQUIREMENTS

- 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)

The syllabus/schedule are subject to change.

- 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)

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement

Email is my preferred method of communication. My email is crhodes6@leomail.tamuc.edu, and I will endeavor to reply within several hours during the day and by morning if you email me overnight. I will endeavor to reply within 24 hours over the weekend. However, please remember that I am a person and circumstances may keep me away from my email for extended periods of time, so be patient!

Your emails to me MUST follow the genre conventions of a formal letter. They must include a greeting (“Hi, Ms. Rhodes,”), several sentences that comprise the body of the letter (give details, be specific and explanatory. Further, these sentences should not make any demands—so if you’re absent, don’t say “can you just tell me what I missed?” The answer is: no. That’s why we have class, if I could “just tell you” via email I wouldn’t have to come to campus at all), and a closing (“Thanks, *Your Name*”). Emails must be properly proofread and be relatively free of grammar and spelling errors. Sending your emails from your cell phone is not an excuse for poor formatting and spelling/grammar. Each time you send me an email, please create a new email do not reply to some old email thread, this can be very confusing and makes it difficult to reply to your emails. If you want to email me, create a new email with a new subject line that briefly explains your situation (“Question About Paper,” “Missing Class on Friday”). Finally, if you have received permission to email me your paper do not just send me a blank email with the file attached, explain what you are sending me and why.

COURSE PROCEDURES/POLICIES

Cellphone and Laptop Policy

Cellphones and other electronic devices are permitted during class time for class purposes ONLY, like accessing the course website, reading course documents, or photographing slides and other documents as part of your note-taking process. Do not use your time in English 1302 to work on assignments for other classes; doing so will result in your being counted as absent for the day. I reserve the right to revoke this privilege if it is abused; if you are observed using your cellphone or other electronic device for any other purpose, you will be asked to turn it off and keep it in your bag or pocket for the rest of the semester. Though you may have your phone out, headphones are only permitted if explicit permission is given to wear them.

Absences/Tardiness

You will be allowed 6 absences this semester. I understand that life happens to all of us; we all get sick, have car trouble, family emergencies, etc. Please email me when you know that you will not be in class and we can figure something out together. Once you have exceeded 6

The syllabus/schedule are subject to change.

unexcused absences, you will begin to lose points. More than 6 unexcused absences will result in the loss of 5 points from your final grade per day absent. You will also be expected to come to class on time every day, repeated tardiness will result in a lowered participation grade.

Late Work/Extensions

Ten points (a full letter grade) will be deducted from your grade for every 24 hours that it is late. After 48 hours, late work will not be accepted unless an extension has been given. If there is a crisis that prevents you from meeting a deadline or attending class, you can request an extension to turn the work in late without a penalty. The approval of an extension is entirely at my discretion and will depend on the reason for your absence, your record of completion of work, and attendance. All extensions must be confirmed by email 48 hours before the assignment is originally due.

Extra Credit

Extra credit opportunities will be offered throughout the semester. Keep in mind, however, that your grade cannot be entirely comprised of extra credit opportunities and I will determine the value of extra credit upon your grade at the end of the semester.

Plagiarism

Plagiarism WILL NOT be tolerated in this class. Plagiarism of any kind (non-attribution, patch-writing, deliberate copying, etc.) is not only dishonest but is also illegal if it violates the copyright of any cited material. All cited material must properly follow the MLA standards, unless otherwise specified. Any plagiarized work submitted will result in an automatic 0.

TENTATIVE COURSE CALENDAR

*****see course website for more details about class plans and homework, the website will be the most up-to-date information, as this tentative calendar is likely to change*****

Week 1: Introductions

Tuesday: Introduction to Course, Assign ICW 1, read *Writing Inquiry (WI)* p. 226-35

Thursday: What is literacy?, Partner Activity, *WI* p. 281-97, 299-304

Week 2: What is Literacy?

Tuesday: Discussion—Barton and Barton & Hamilton, Assign WA 1

Thursday: Key Terms, Plagiarism

Week 3: What is Literacy?

Tuesday: In-Class Draft Day, MLA Formatting

Thursday: WA 1 Due, *WA* p. 311-14

Week 4: Analyzing Literacy Ethnographies

Tuesday: Communities of Practice, *WI* p. 315-27, 349-51

The syllabus/schedule are subject to change.

Thursday: Assign Group Project, read your group's article

Week 5: Analyzing Literacy Ethnographies

Tuesday: Group Workday, Poster Presentations

Thursday: Group Workday

Week 6: Analyzing Literacy Ethnographies

Tuesday: Presentations Due, *WI* p. 371-79, 333-46

Thursday: Assign WA 2+3, Ethical Research, ICW 2 Due

Week 7: Designing Your Research Plan + Ethical Research

Tuesday: In-Class Activity (p. 381-82)

Thursday: Code of Ethics and Consent Forms templates, WA 2+3 due Sunday midnight via email

Week 8: Conferences

Tuesday: CONFERENCES

Thursday: CONFERENCES

Week 9: Spring Break

SPRING BREAK!

Read *WI* p. 389-95, get consent forms signed, start observing

Week 10: Entering the Field: Data Collection and Analysis

Tuesday: Assign WA 4, *WI* p. 404-07

Thursday: Field Notes Due, How to Interview

Week 11: Data Collection and Analysis

Tuesday: ICW 3

Thursday: Assign Final Ethnography

Week 12: Writing It Up

Tuesday: Interview Notes Due, ICW 4

Thursday: NO CLASS, WA 4 Due via email

Week 13: Writing It Up

Tuesday: Assign Portfolio & Reflection

The syllabus/schedule are subject to change.

Thursday: Assign Celebration of Student Writing

Week 14: Conferences

Tuesday: CONFERENCES

Thursday: CONFERENCES

Week 15: Workshopping your Ethnography

Tuesday: CSW Workday

Thursday: Mock CSW

Week 16: Celebration of Student Writing, Course Wrap-Up

Monday: Celebration of Student Writing

Tuesday: ICW 5

Thursday: NO CLASS (Building Closed for Event)

Final Exam

TBA: Ethnography and Portfolio Due

COURSE AND UNIVERSITY PROCEDURES/POLICIES

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.

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

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

Collection of Data for Measuring Institutional Effectiveness

In order to measure the level of compliance with the university’s Institutional Effectiveness guidelines, throughout the semester, I will collect some of the ungraded texts you produce. The texts will be part of a portfolio created on your behalf and will be measured to ensure that our program “promotes practices that result in higher student academic achievement; an enhanced

The syllabus/schedule are subject to change.

student experience; aligned and transparent decisions; and readily available information for improvement, accountability, and accreditation” (see “Department of Institutional Effectiveness,” <http://www.tamuc.edu/aboutus/institutionalEffectiveness/default.aspx>). This is solely an assessment of program effectiveness and in no way affects students’ course grades or GPAs.

University Specific Procedures

Student Conduct

Tenets of Common Behavior statement: 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);

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette](http://www.albion.com/netiquette/corerules.html)
<http://www.albion.com/netiquette/corerules.html>

TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

ADA Statement

Students with Disabilities

The syllabus/schedule are subject to change.

Students with Disabilities information: 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:

Student Disability Resources & Services
Texas A&M University-Commerce Gee Library, Room 162
Phone (903) 886-5150 or (903) 886-5835 Fax (903) 468-8148
StudentDisabilityServices@tamuc.edu

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.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

The syllabus/schedule are subject to change.