

Policy Statement and Syllabus
English 1301
Composition I
Fall 2014

Instructor: Laura Rebecca Payne, Ph.D.

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Office Location: MAB 111

Office Hours: M/W 12-1, 2-3;
M/W/F 10-11
T/Th 11-1

Office Phone: 837.8744

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Required Texts, Materials, Supplies

- Bullock, Richard, et.al. *The Norton Field Guide to Writing with Readings and Handbook*. (third edition)
- Paper and three-tab folder
- Pens, pencils

Course Expectations

This is an intensive hands-on writing workshop which requires your participation in weekly writing workshops, peer review, and group work. You must have access to a computer and be able to use word processing software to complete your documents. Final drafts of all work must be typed or word processed in 12pt font, double-spaced, Times New Roman typeface in Modern Language Association (MLA) format.

Course Objectives

The purpose of this course is to improve fluency in writing through reading student and professional writing, to examine the purposes for writing and their effects on writing, and to practice reading and writing extensively. This writing will include exercises in composition, peer evaluation, and other forms of university writing such as essay examinations. The objective goal, ultimately, is for you to see qualitative improvements in your ability to think and express your thoughts critically and to quantitatively improve your abilities to read and write fluently.

Course Requirements

Assignments require

- substantial individual written work,
- peer review and subsequent revision and editing.

In addition to the reading and writing assignments, course work will consist of peer reviews, workshops, and group projects. You must complete satisfactory work and actively participate in class to complete English 1301; therefore, good attendance is required for you to pass this course.

This class is a workshop. You will be required to turn in all parts of the writing process for essays at various times within the semester—this may include the invention, rough draft, revised draft, and/or edited draft, and final draft. Missing elements of the writing process for any single assignment may result in a grade reduction depending on the portions of the process which are missing.

Major Assignments: Students are responsible for all assignments in this course and must satisfactorily complete all major assignments in English 1301 to receive a passing grade.

Major Assignment	% of Final Grade
Essay 1 - Memoir	20%
Essay 2 - Reflection	20%
Essay 3 – Literacy Narrative	20%
Journal	20%
Final Examination	20%
Total Points	100%

Late Work: All major assignments and/or projects, etc. are due on the dates assigned, at the beginning of the class period, unless otherwise noted. You are responsible for all assignments in this course and must complete all required work in English 1301 to receive a passing grade. **Late assignments** will receive a full letter grade deduction for being late. This means, if you turn in your assignment late and it receives a B, it automatically will be reduced to a C.

Attendance: English 1301 is conducted as a workshop that benefits from the cooperation and collaboration of all present—being on time and attending regularly is in your own best interest. Recent studies have shown that academic success is more often tied to students' time spent in class than to the time spent studying. Students arriving twenty minutes into the class period or leaving twenty minutes prior to the end of the class period will be counted absent. ****Students who fail to produce a completed and typed essay for draft workshop will lose five points from the final essay grade.**

Absences: Missed work may only be made up in the event of an explained absence. Explained absences include university-sanctioned events, a death of an immediate member of your family, or an illness for which a doctor prescribes bed-rest. All three of these require documentation to be considered explained. It is your responsibility to provide me with documentation within a week of the absence. ****This does not mean you were not absent but only means you may make up the work. Absenteeism policies follow the student handbook, which outlines university policies** (i.e. 9 absences for a M/W/F course). If you exceed the maximum allowable by the university, you will be dropped from this course with a failing grade.

Grading Scale:

Percentages and Grade Equivalents for English 1301:

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

Cheating & Plagiarism: It is the responsibility of students and instructors to help maintain scholastic integrity at the University by refusing to participate in or tolerate scholastic dishonesty. Any documented case of plagiarism or cheating in this course will result in a 0 for the assignment, which will likely result in an F for the course.

Miscellaneous – but important!

With respect toward me and your fellow students, please turn OFF all electronic devices and stow them in your bags for the duration of this class. While you are in class, these devices tend to disrupt your attention span and intellectual development.

I do not allow earbuds or earphones to be worn during class.

I do not allow electronic cigarettes during class.

If, for any reason, you require accommodations for the successful completion of this course, please see me immediately so that we may make arrangements.

Sul Ross State University is committed to equal access in compliance with the Americans With Disabilities Act of 1973. It is the student's responsibility to initiate a request for accessibility services. Students seeking accessibility services must contact Counseling and Accessibility Services, Ferguson Hall, Room 112. The mailing address is P.O. Box C-171, Sul Ross State University, Alpine, Texas 79832. Telephone: 432-837-8203.

The Writing Center is located in MAB 102. The tutors there are happy to help you in the pursuit of improving your writing skills. The phone number to make an appointment is 837.8270, or simply walk in. The email address is writing@sulross.edu.

Syllabus

Date	Assignment	Comments
Mon. Aug. 25	<i>Course Introduction</i>	
Wed. Aug. 27	<i>Techniques and Rhetoric</i>	
Fri. Aug. 29	<i>Memoir Chapters 1-5</i>	
Mon. Sept. 1	Labor Day!	
Wed. Sept. 3	<i>Memoir Chapter 22</i>	
Fri. Sep. 5	<i>Memoir Chapter 15</i>	
Mon. Sept. 8	<i>Memoir Chapter 28</i>	
Wed. Sept. 10	<i>Memoir Chapter 23</i>	
Fri. Sept. 12	<i>Memoir Chapter 29</i>	

Mon. Sept. 15	<i>Memoir</i> <i>Chapter 37</i>
Wed. Sept. 17	<i>Memoir</i> <i>Chapter 35</i>
Fri. Sept. 19	<i>Memoir</i>
Mon. Sept. 22	<i>Memoir</i>
Wed. Sept. 24	<i>Memoir</i> <i>MLA Formatting</i>
Fri. Sept. 26	<i>Memoir</i>
Mon. Sept. 29	Memoir Draft Due
Wed. Oct. 1	Memoir Due
Fri. Oct.3	<i>Reflection</i> <i>Chapter 18</i>
Mon. Oct. 6	<i>Reflection</i> <i>Chapter 24</i>

Wed. Oct. 8 *Reflection*
 Chapter 25

Fri. Oct. 10 *Reflection*
 Chapter 34

Mon. Oct. 13 *Reflection*
 Chapter 31

Wed. Oct. 15 *Reflection*
 Chapter 33

Fri. Oct. 17 *Reflection*
 Chapter 30

Mon. Oct. 20 *Reflection*

Wed. Oct. 22 *Reflection*

Fri. Oct. 24 *Reflection*

Mon. Oct. 27 **Reflection Draft Due**

Wed. Oct. 29 **Reflection Due**

Fri. Oct. 31	<i>Literacy Narrative Chapter 6</i>
Mon. Nov. 3	<i>Literacy Narrative Chapter 38</i>
Wed. Nov. 5	<i>Literacy Narrative Chapter 30</i>
Fri. Nov. 7	<i>Literacy Narrative Chapter 26</i>
Mon. Nov. 10	<i>Literacy Narrative Chapter 27</i>
Wed. Nov. 12	<i>Literacy Narrative</i>
Fri. Nov. 14	<i>Literacy Narrative</i>
Mon. Nov. 17	<i>Literacy Narrative</i>
Wed. Nov. 19	Literacy Narrative Draft Due
Fri. Nov. 21	Literacy Narrative Due

Mon. Nov. 24

Book Review
Chapter 12

Wed. Nov. 26

Thanksgiving!

Fri. Nov. 28

Thanksgiving!

Mon. Dec. 1

Book Review
MLA Primary Sourcing

Wed. Dec. 3

Journals Due

Final Examination: