

**Sul Ross State University
Policy Statement and Syllabus
English 1301
Spring 2015**

Instructor: Laura Rebecca Payne, Ph.D.

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Office Location: MAB 111

Office Hours: M/W 12:00-1:00;
M/W/F 10:00-11:00
T/Th 11:00-1:30
(or by arrangement)

Office Phone: 837.8744

Main Office: 837.8151

Required Texts, Materials, Supplies

- Bullock, Richard, et.al. *The Norton Field Guide to Writing with Readings and Handbook*. (second edition)
- Journal, paper, writing instruments

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,
- workshop, 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. These elements help determine your course grade via different forums (e.g. journal elements, major essay drafts).

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 Exam –primary source essay	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 will automatically 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 the work up. Absenteeism policies follow the student handbook, which outlines university policies.**

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. This includes ear pieces such as headphones and earbuds. While you are in class, these devices tend to disrupt your attention span and intellectual development.

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 Mary Swartze in 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.

Syllabus

Date	Assignment	Comments
Wed. Jan. 21	<i>Course introduction</i> <i>Memoir</i> <i>Chapters 1-5</i>	
Fri. Jan. 23	<i>Memoir</i> <i>Chapter 22</i>	
Mon. Jan. 26	<i>Memoir</i> <i>Chapter 15</i>	
Wed. Jan. 28	<i>Memoir</i>	
Fri. Jan. 30	<i>Memoir</i> <i>Chapter 28</i>	
Mon. Feb. 2	<i>Memoir</i> <i>Chapter 23</i>	
Wed. Feb. 4	<i>Memoir</i> <i>Chapter 29</i>	
Fri. Feb. 6	<i>Memoir</i> <i>Chapter 37</i>	

Mon Feb. 9	<i>Memoir</i> <i>Chapter 35</i>
Wed. Feb. 11	<i>Memoir</i>
Fri. Feb. 13	<i>Memoir</i>
Mon. Feb. 16	<i>Memoir</i> <i>MLA Formatting</i>
Wed. Feb. 18	<i>Memoir</i>
Fri. Feb. 20	Memoir Draft Due
Mon. Feb. 23	Memoir Due
Wed. Feb. 25	<i>Reflection</i> <i>Chapter 18</i>
Fri. Feb. 27	<i>Reflection</i> <i>Chapter 24</i>
Mon. March 2	<i>Reflection</i> <i>Chapter 25</i>

Wed. March 4	<i>Reflection</i> <i>Chapter 34</i>
Fri. March 6	<i>Reflection</i> <i>Chapter 31</i>
Mon. March 9	<i>Reflection</i> <i>Chapter 33</i>
Wed. March 11	<i>Reflection</i>
Fri. March 13	<i>Reflection</i>
Mon. March 16	Spring Holiday
Wed. March 18	Spring Holiday
Fri. March 20	Spring Holiday
Mon. March 23	<i>Reflection</i>
Wed. March 25	<i>Reflection</i>
Fri. March 27	Reflection Draft Due

Mon. March 30

Reflection Due

Wed. April 1

*Literacy Narrative
Chapter 6*

Fri. April 3

*Literacy Narrative
Chapter 38*

Mon. April 6

*Literacy Narrative
Chapter 30*

Wed. April 8

*Literacy Narrative
Chapter 26*

Fri. April 10

*Literacy Narrative
Chapter 27*

Mon. April 13

Literacy Narrative

Wed. April 15

Literacy Narrative

Fri. April 17

Literacy Narrative

Mon April 20

Literacy Narrative

Wed. April 22

Literacy Narrative

Fri. April 24

Literacy Narrative

Mon. April 27

Literacy Narrative Draft Due

Wed. April 29

Literacy Narrative Due

Fri. May 1

Book Review
Chapter 12

Mon. May 4

Book Review

Wed. May 6

Book Review
Journals Due

Final Examination:

****9 a.m. class—Wed. 13th May @ 8 a.m.**

****11 a.m. class—Wed. 13th May @ 10:15 a.m.**

I will not accept any late work after your assigned final examination period.