

Policy Statement and Syllabus
English 1301
Composition I
Fall 2019

Instructor: Laura Payne, Ph.D.

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Office Location: MAB 114

Office Hours: by arrangement

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*. (fifth edition)
- Paper and three-tab folder
- Pens, pencils

Course Expectations

This is an intensive hands-on writing course which requires your participation in weekly writing assignments, active discussions, and attendance. 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 quantitatively to improve your abilities to read and write fluently.

SLO 1 – Students will be able to construct documents that demonstrate unity, organization, coherence, and development, and are grammatically correct.

SLO 2 – Students will be able to analyze and interpret literary works by applying principles of critical thinking, literary criticism, or theoretical engagement.

SLO 3 – Students will be able to produce researched documents that demonstrate the ability to locate a variety of credible sources, employ them effectively through quotations and paraphrases,

integrate them smoothly into the writer’s own prose, and document them correctly using the style appropriate to the document.

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 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: Major assignments may only be made up with no penalty in the event of an excused absence. Excused 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 excused. It is your responsibility to provide me with documentation within a week of the absence (i.e. 6 absences for a M/W course). If you exceed the maximum allowable by the university, you may 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. Please let me know if your text is electronic.

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 the Library within the Learning Center. The tutors there are happy to help you in the pursuit of improving your writing skills.

Course Syllabus

Date	Unit	Assignment Notes
Mon. Aug. 26	Course Introduction	
Wed.. Aug. 28	Pre-Assessment Examination	
Mon. Sept. 2	Labor Day!	
Wed. Sept. 4	Memoir	
Mon. Sept. 9	Memoir	
Wed. Sept. 11	Memoir	
Mon. Sept. 16	Memoir	
Wed. Sept. 18	Memoir	
Mon. Sept. 23	Memoir	
Wed. Sept. 25	Memoir	
Mon. Sept. 30	Memoir Draft Due	
Wed. Oct. 2	Memoir Due	
Mon. Oct. 7	Reflection	
Wed. Oct. 9	Reflection	

Mon. Oct. 14	Reflection
Wed. Oct. 16	Reflection
Mon. Oct. 21	Reflection
Wed. Oct. 23	Reflection
Mon. Oct. 28	Reflection Draft Due
Wed. Oct. 30	Reflection Due
Mon. Nov. 4	Literacy Narrative
Wed. Nov. 6	Literacy Narrative
Mon. Nov. 11	Veterans' Day
Wed. Nov. 13	Literacy Narrative
Mon. Nov. 18	Literacy Narrative
Wed. Nov. 20	Literacy Narrative
Mon. Nov. 25	Literacy Narrative Draft Due
Wed. Nov. 27	<i>Thanksgiving Holiday</i>
Mon. Dec. 2	Literacy Narrative Due
Wed. Dec. 4	Final Examination Review Journals Due