

English 1101: (English Composition 1)

Sections 118 & 119

Class Meeting Times: Tues/Thurs 5:30-6:45/ 7:00-8:15

Fall 2016 Syllabus

Literature.. Focusing on Global Issues

Instructor: Valerie Thomas

Office: Pafford #304

Office Hours: Tuesday/ Thursday 4:45-5:30 and after 8:20 by appointment

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Course Materials, Assignments, Grading

- ***The Art of the Short Story***, Dana Gioia & R.S. Gwynn
- ***The Art of the Story: An International Anthology of Contemporary Short Stories***, Daniel Halpern
- Jump Drive (USB Drive) (Non- Negotiable) (Please have the USB Drive within 2 class periods. This is an essential part of the course. It is mandatory.)
- Additional material used for class discussion, i.e., visual images, historical readings, and short pieces of fiction, will be provided during class discussion either in hard copy or online.

Assignments:

- Over the course of the semester, each student will be responsible for completing at least 4,000 words of formal writing.
- *****A Note about Averages***:** Work completed for another course will not be accepted in this course.
- **Essays: (out of class):** 70% (Essay #1-20%, Essay #2-25%, Essay #3-25%)
- **Quizzes, Discussions and Key Skills Assignments:** 20% (4 separate assignments, each counting 5%)
- **In-Class Writing:** 10% (This writing will include complete in class paragraph length responses to assigned topics as ways to teach and practice different rhetorical strategies that would be useful as parts of a longer essay and/or in practicing the development and support of an "argument," a thesis, topic sentence, or claim.)
- ****NOTE:** *A grade of "C" or better is required to exit the course. Unless this grade requirement is met, this course will not be credited toward graduation. In addition, in order to pass this class with a grade of "C" or better, the student must turn in all out-of-class assignments and have at least a "C" average (70%) on those assignments.*
- *****NOTE:** *The following chart will be used when calculating your numerical grade at the end of the semester with regard to letter grades received on out-of-class essays:*

Grading:

A+=98 A=95 A-=92

B+=88 B=85 B-=82

C+=78 C=75 C-=72

D+=68 D=65 D-=62
F=50

Coursework Policies

Course Policies/Statements –

[http://www.westga.edu/assetsDept/vpaa/Common Language for Course Syllabi.pdf](http://www.westga.edu/assetsDept/vpaa/Common%20Language%20for%20Course%20Syllabi.pdf)

(more specific language regarding the general policies is listed below)

Assessment of Out-of-Class Writing (specific rubrics for each out-of-class essay will be provided—TBA)

Plagiarism and Excessive Collaboration Policy: (if a student violates this policy, he/she may receive an "F" for the assignment or an "F" for the course at my discretion)

Plagiarism & Academic Honesty: The Department of English and Philosophy defines plagiarism as taking personal credit for the words and ideas of others as they are presented in electronic, print, and verbal sources. The Department expects that students will accurately credit sources in all assignments. An equally dishonest practice is fabricating sources or facts; it is another form of misrepresenting the truth. Plagiarism is grounds for failing the course. (See also, Excessive Collaboration)

The University Policies for handling Academic Dishonesty are found in the following documents: The Faculty Handbook, sections 207 and 208.0401 (<http://www.westga.edu/~vpaa/handrev/>); Student Undergraduate Catalog, "Academic Honor Code": (<http://www.westga.edu/undergrad/1762.htm>)

Excessive Collaboration: By the end of the term in both ENGL 1101 and 1102, students should demonstrate the ability to produce independent writing (writing without collaborative assistance of peers, writing tutors, or professionals in the field) that shows an acceptable level of competence. Although classroom activities and out-of-class assignments may highlight collaborative learning and collaborative research, excessive collaboration (collaboration that results in the loss of a student's voice/style and original claims to course related work) is considered another form of academic dishonesty and therefore will not be permitted.

Disability Pledge: I pledge to do my best to work with the University to provide all students with equal access to my classes and materials, regardless of special needs, temporary or permanent disability, special needs related to pregnancy, etc. If you have any special learning needs, particularly (but not limited to) needs defined under the Americans with Disabilities Act, and require specific accommodations, please do not hesitate to make these known to me, either yourself or through Disability Services in 272 Parker Hall at 678-839-6428. Students with documented special needs may expect accommodation in relation to classroom accessibility, modification of testing, special test administration, etc. This is not only my personal commitment: it is your right, and it is the law. For more information, contact Disability Services.

Attendance Requirements: For courses that meet twice a week, a student is allowed three absences. Upon the fourth absence, the student has the potential to fail and receive an “F” as the final course grade. Be aware that no distinction exists between excused and unexcused absences. If the student is notified that he/she will fail the course due to excessive absences, the student can continue to attend class meetings as long as he/she is not disruptive. If disruption occurs, the student will be reported to the Office of Student Affairs and Enrollment Management (department of Judicial Affairs). ****Note: Tardies will also be counted as part of the attendance requirements. Two tardies will equal one absence.****

Disruptive Behavior: [The Student Conduct Code, section 3.00 \(Appendix A in the Student Handbook\)](#) prohibits disruptive behavior on campus, defined as “interfering with normal university sponsored activities, including, but not limited to, studying, teaching, research, university administration, disciplinary or public service activities, or fire, police or emergency services.” Reasonable examples of appropriate classroom behavior prohibit such actions as cell phone use, eating in class, talking while the instructor is talking, coming late or leaving early, sleeping, etc. Specific information on disruptive behavior in the classroom and how such behavior is addressed can be found by visiting the following: http://www.westga.edu/vpsa/index_4721.php (Office of Student Affairs and Enrollment Management)

Role of the Writing Center: The role of the Writing Center is to offer consultation in which tutors question, respond to, offer choices, and encourage revision in student essays. Tutors do not evaluate or prescribe solutions to problematic areas to student essays, and tutors are specifically trained to avoid appropriating the student's work. For more information, visit the Writing Center: www.westga.edu/writing

Writer's Resource Page: [Writer's Archive](#)

Severe Weather Guidelines for Department of English and Philosophy:

The University of West Georgia is committed to the personal safety of its students, faculty, and staff in the event of severe weather. University policy regarding severe weather and emergency closings is posted at http://www.westga.edu/police/index_2277.php and official announcements about class and/or examination cancellations will be made only by the President and/or the Department of Public Relations. Although it is not possible to develop policy to address every weather-related emergency, these guidelines are intended to provide some general direction about such situations.

For immediate severe weather situations, especially when classes are in session, faculty, staff and students are advised to follow the emergency procedures identified below:

1. Direct occupants to remain in the building and to seek shelter immediately on the lowest level of the building in interior rooms (closet, interior hallway) away from corners, windows, doors, and outside walls.
2. Instruct occupants to not leave the building.

3. Evacuate all offices, rooms or hallways with windows and glass or with exterior walls.
4. Provide assistance to persons with disabilities.
5. Accompany occupants to the nearest designated shelter area in the building.
6. Comply with departmental severe weather policies/procedures.
7. Wait for an “all clear” signal” before resuming activity.
8. Occupants will: a) proceed to the nearest designated shelter area in the building by the closest route; b) move quickly but in an orderly manner so that all will arrive safely; c) will not attempt to vacate the premises, drive or seek shelter in cars; d) take a seat in the shelter area; e) remain cooperative with those in charge; and f) wait for an “all clear” signal before resuming activity.

In the event that classes are cancelled or disrupted for less than one calendar week, each professor, at his or her discretion, will make adjustments as needed to cover material missed during those cancelled sessions. This may or may not involve the use of rescheduled or online classes. If the closures exceed a single calendar week, students should contact the Chair of the Department of English and Philosophy at 678-839-6512 or the professor of the class for updated information regarding changes to the schedule in the Department. It is the intention of the Department of English and Philosophy to handle every concern seriously and as effectively as possible.

Course Policies: (Specific):

Revision Policy: The revision process is an important one, and essential to the writing process. Each paper cycle, there will be opportunities for revisions. These must be submitted within one week of the end of the semester, no exceptions.

Paper Format: All out-of-class essays should be submitted according to MLA format. Please see *A Writer's Resource* and the UWC website for additional information.

Penalties for Late Work: Students are responsible for finding out material due date(s) with regard to missed work; if a student is absent on the day out-of-class work is due or if a student is present but does not turn in the work on the assigned due date, five points will be deducted from the overall grade of the assignment for each class period the work is late. If a student finds it necessary to miss class on a day work is due, the material should be emailed to me the day work is due and submitted in person on the next class period in order to avoid any penalty. **Note: Once an assignment is more than two weeks late, that assignment will not be accepted.

Office Consultations: An office consultation, whether it is conducted during scheduled office hours or during a scheduled appointment, is a time for you to meet with me to discuss very **specific** issues, i.e., a specific essay, a specific in-class or out-of-class assignment, a specific grade, a specific concern as it relates to your writing, etc. **If an office**

consultation is scheduled to discuss a final grade on one of the out-of-class essays, you must wait 24 hours from the time I return the essay to you to meet with me. This will give you the opportunity to review my comments. When you schedule an office consultation, you should come in prepared. Please do not come in, for example, with an essay and say you just want to "go over it." **(I will also NOT review/proofread entire drafts that are emailed to me. You MUST schedule an appointment during office hours)** In order for me to be able to give you the help you need, you need to be specific. For example, if you have an essay you are concerned about, write down EXACTLY what concerns you, i.e., thesis statement, paragraph development, comma splices, proper MLA format, etc. This will give us some guidelines during our consultation and help to generate discussion. It is very difficult to respond to your questions and your needs by only responding to an email, especially if your questions are general. I welcome any email correspondence you wish to have with me; however, this type of correspondence is best used only when you have a very SPECIFIC question that doesn't require discussion. **Please Note: The official email communication method will be through campus e-mail (MyUWG). **You are also NOT allowed to meet with me about an essay on the day it is due. All office consultations must occur prior to the essay due date.**

Important Dates

August 10 th	Classes Begin
August 10 th -14 th	Add/ Drop Period
September 5 th	Labor Day
November 21 st -25 th	Thanksgiving Holiday
December 2 nd	Fall Classes End
December 3 rd -9 th	Final Exam Week

Course Schedule

<i>Date of Class</i>	<i>Tuesday Session</i>	<i>Thursday Session</i>
Week of August 8 th		Syllabus, Class expectations and Class Session Schedule disseminated
Week of August 15 th	Discuss conventions, themes, effective paper strategies- Read and interpret themes of "short work"	Elaborate on elements of literature that are comprised in texts, short works, songs, drama, ect- Focus on genres specific to this course.
Week of August 22 nd	Introduce thesis workshop elements, coherency in papers, ect., Grammar	Integration of paragraph elements into papers- Reading Response- In Class (1) -
Week of August 29 th	TAOTS: "Are These Actual Miles" Raymond Carver 146- Class Discussion	Paragraph Elements Workshop- Class Notes on Reading

Week of September 5 th	TAOTS: “Never Marry a Mexican” Sandra Cisneros 179- Class Discussion	Thematic Discussion Workshop- Class Notes on Readings – Reading Response-In Class (2)
Week of September 12 th	Outline Due- Paper 1 (Student Conferences)	Paper 1 Due- Class Discussion
Week of September 19 th	SS- “The Lottery” Shirley Jackson 390- Class Discussion	MLA Format Discussion/ Review Reading Response—In Class (3)
Week of September 26 th	TAOTS: “Night Women” Edwidge Danticat 196- Class Discussion	Paper Topics Discussed, Themes Discussed-
Week of October 3 rd	Symbolism in Texts, Discussion Reviewed, Interrogate themes	Student Conferences for Paper 2- Outline Addressed
Week of October 10 th	Notes Review for Paper 2	Paper 2 Due- Common Mistakes discussed
Week of October 17 th	TAOTS: “Amor Divino” Julia Alvarez 15- Class Discussion	Class Notes- Quotes Interpreted
Week of October 24 th	SS-Sandra Cisneros 160- Class Discussion	Reading Response (4)
Week of October 31 st	SS- “The Metamorphosis” Franz Kafka 467- Class Discussion	Paper Topics Disseminated- Expectations Reviewed (bring previous paper with comments)
Week of November 7 th	SS- “Sonny’s Blues” James Baldwin 26- Class Discussion	Outline for Paper Discussed- Paper Topics Reviewed
Week of November 14 th	Individual Student Conferences for Paper 3	Paper 3 Due- Review Rubric for In-class Essay
Week of November 21 st	Thanksgiving Recess/ No Class	Thanksgiving Recess/ No Class
Week of November 28 th	In Class Essay (Paper 4) **All Hands on Deck**	Student Conferences- Course Evaluations- Grades Discussion
Week of December 5 th	(Any Final Projects Due)	(Any Final Projects Due)

****Readings on Course Schedule subject to change. Please have both books available by week one.****

FALL READERS’ SCHEDULE: (*Note* All readings [with the exception of Eclectic Live!] are in the “Nook” (Ingram Library/1st Level) and are from 7:30-9:00 pm)