



**ENG 1302 Sections 21E & 22E College Reading and Writing  
COURSE SYLLABUS: Spring 2020**

**Instructor:** Dylan Hevron

**Office Location:** DTH 215

**Office Hours:** Monday 2:00 PM – 4:00 PM; Tuesday/Thursday: 10:50 AM – 12:20 PM

**University Email Address:** Dylan.Hevron@tamuc.edu

**PLEASE NOTE:** This is a common syllabus used by graduate assistants teaching sections of this course.

## **COURSE INFORMATION**

### **Materials – Textbooks, Readings, Supplementary Readings:**

Textbook(s) Required:

*Writing Inquiry 2<sup>nd</sup> Edition.* Eds. Jessica Pauszek, Shannon Carter, Donna Dunbar-Odom, and Tabetha Adkins. Fountainhead Press, 2019.

### **Course Description:**

ENG 1302 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:**

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.

# COURSE REQUIREMENTS

## Instructional / Methods / Activities Assessments

Major Writing Assignments (WAs): See *Writing Inquiry* for full descriptions of WAs

## GRADING

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

Assignment Name	Percentage of Grade
Writing Assignment #1: Exploring Communities	15%
Writing Assignment #2: Group Presentation	15%
Writing Assignment #3: Research Proposal	15%
Writing Assignment #4: Insider Perspective	15%
Writing Assignment #5: Final Ethnographic Portfolio	20%
In-class writing/Quizzes/Participation	10%
Celebration of Student Writing Presentation	10%

### *Assessments*

See *Writing Inquiry (Part III)* for specific information about Writing Assignments (WAs). All major Writing Assignments will be due at 11:59 PM on their due dates on D2L. Please **Do Not** email me your assignments or share them with me on google drive. I also do not want paper copies (exceptions can be made depending on circumstances but you must ask me first). If you are having issues submitting your assignment on D2L, let me know **before** the deadline, and I can attempt to help you with your issue. However, please keep in mind if your problem is more complicated you will need to ask IT as I am not a tech support person.

### *Celebration of Student Writing*

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. If you are unable to attend due to conflicts from your final exam schedule, you will be able to present in class one week earlier instead and still receive full credit for your presentation, otherwise you are expected to attend and present at the Celebration of Student Writing.

## TECHNOLOGY REQUIREMENTS

You will need:

- 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)
- 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)
- Ability to print 30-50 pages throughout the semester (funds, ink, paper, etc.)
- Many teachers require students to access an eCollege course shell for supplemental course information

## COMMUNICATION AND SUPPORT

Please contact you instructor with any questions you may have. Your instructor's communication preference is e-mail, and their address is: **Dylan.Hevron@tamuc.edu**. Also, each instructor in the department of literature and languages is required to keep at least three office hours per course per week.

### **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 Writing, Dr. Jessica Pauszek, by emailing her. Before an appointment is scheduled the student must provide clearly documented and explained issues as to why the meeting is being requested. **The student must also state when they discussed the issue in person or via phone (not email!) with their instructor already.**

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

**Departmental Chain of Command for ENG 100/1301/1302 courses: Instructor -> Dr. Jessica Pauszek, Director of Writing -> Dr. Karen Roggenkamp, Assistant Department Head or Dr. Hunter Hayes, Department Head**

### **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 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.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures:**

#### *Attendance Policy*

Attendance is required, if you are not in class you will receive a 0 for that day’s participation grade, this will directly impact your overall grade in the course. If you miss only one or two days it won’t be a big deal, but missing more days will lower your overall grade. Being tardy can also affect your grade as you may end up missing the quiz/in class writing at the start of class so please make sure you are here on time, arriving more than 20 minutes late every class period is unacceptable.

Absences may be excused at the instructor’s discretion. If you know you will miss class ahead of time, please let me know **BEFORE** you miss class and we may be able to work something out. Being absent due to a university sponsored event (sports, band, etc...) will always be excused, but again, you must let me know before you are absent, and I will need to receive an email from your coach, director, etc... Absences that may also be excused depending on the circumstances are things like, family emergencies, extended hospital stays, etc... But you will need to discuss this with me before I can consider the absence excused. Missing class because you were sick for one or two days, or because you simply overslept however, will not be excused. If you miss class, please ask your fellow classmates about what was covered so you do not fall behind. **You will still be expected to turn all work in on time regardless if your absence is excused or unexcused.**

#### *Cell Phones*

Cell phones usage will not be allowed in class unless I specifically ask for them to be used for a class related purpose. Please keep your phones put away where they cannot be seen nor heard, and they must be kept on silent. If I see or hear your phone, you will be asked to put it away **once**. If you are caught with your phone out a second time, you will be asked to leave class and you will receive a 0 for that day’s participation grade. If you are expecting an important call or text message, please let me know **before** class starts, and I will make an exception for you.

#### *Late Work*

Late work may be accepted at a grade penalty of 11 points per day that the assignment is not turned in. After 1 full week after the due date has passed, you will receive a 0 for the unsubmitted assignment. Exceptions can be made but you need to let me know **before** the assignment is due. Please turn in your work on time. Not only does turning in late work affect your grade, it also makes it harder for me to finish grading everyone else’s assignments in a timely manner.

## *Academic Honesty/ Plagiarism*

The official departmental policy: “Instructors in the Department of Literature and Languages do not tolerate plagiarism and other forms of academic dishonesty. Instructors uphold and support the highest academic standards, and students are expected to do likewise. Penalties for students guilty of academic dishonesty include disciplinary probation, suspension, and expulsion. (Texas A&M University-Commerce Code of Student Conduct 5.b [1,2,3])

If you ever have any questions about a particular use of a source, always ask your instructor. They want you to avoid plagiarism, too, so they will help you do so whenever and wherever they can. Do what you can to take advantage of this support—to look innocent in addition to being innocent when it comes to charges of plagiarism.

Students guilty of academic dishonesty of plagiarism can expect to fail the assignment in question or the entire course depending on the nature of the incident.

## *On University-Sanctioned Activities*

To accommodate students who participate in university-sanctioned activities, the First-Year Composition Program offers sections of this course at various times of the day and week. If you think that this course may conflict with a university-sanctioned activity in which you are involved--athletics, etc.--please see your instructor after class on the first day.

## **University Specific Procedures:**

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);

Campus Concealed Carry statement: Campus Concealed Carry - 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&MCommerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer). 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.

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.

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

## COURSE OUTLINE / CALENDAR

### **Weekly Schedule:**

The instructor reserves the right to adjust this schedule throughout the semester to accommodate for class needs, unexpected weather, etc.

The readings or work indicated are **DUE in class** on the day listed. For instance, on September 5, students should come to class having read Barton.

### **Week 1: Writing Inquiry Part III**

January 14: Introduction to course; Syllabus review

January 16: Carter p.274

### **Week 2: Chapter 1: What is Literacy?**

January 21: Interview Protocol p. 286; Hawisher and Selfe p.292; Homework: **Writing Up**

**Interviews** p. 330

January 23: Barton p. 331

### **Week 3: Chapter 1: What is Literacy?**

January 28: Barton and Hamilton p. 348

January 30: **Introduce WA 1; In-Class Activity: Analyzing Artifacts** p. 355

### **Week 4: Chapter 2: Analyzing Literacy Ethnographies**

February 4: Chapter 2 Introduction p. 357

February 6: Pleasant p. 359 **WA 1 Due**

### **Week 5: Chapter 2: Analyzing Literacy Ethnographies**

February 11: **Student Conferences (outside of class and during office hours)**

February 13: **WA 2** Introduction/Group selection

### **Week 6: Chapter 2: Analyzing Literacy Ethnographies**

February 18: In-Class work on WA 2

February 20: In-Class work on WA 2

### **Week 7: Midterm Projects**

February 25: **WA 2 Due: Presentations & Reflections**

February 27: Catch Up/Check in; Introduce Chapter 3; Carter p. 380

**\*On your own: Consider visiting your potential research site/community at least once before or on this week\***

### **Week 8: Chapter 3: Establishing Ethics and Building a Research Proposal**

March 3: Kahn p. 384

March 5: Adkins p. 397; **WA 3: Research Proposal** introduction/discussion

### **Spring Break Week**

March 10: **Spring Break (NO CLASS)**

March 12: **Spring Break (NO CLASS)**

### **Week 9: Designing a Research Plan**

March 17: **Designing a Research Plan** p.417; Research Tools

March 19: **In-Class Activity** Identifying your Research Question/Developing a Research Plan p. 426

### **Week 10: Chapter 4: Entering the Field**

March 24: CCCC Guidelines p. 402; Code of Ethics examples and In-Class Activity **Ethics and Reflection** p. 416 **WA 3 Due**

March 26: Introduction p. 431; **In-Class Exercise:** Fieldnotes p. 437;

### **Week 11: Chapter 4: Entering the Field**

March 31: Code Books p. 442 and Kynard p. 445

April 2: **WA 4** Introduction; Jones p. 450

### **Week 12: Chapter 5: Writing It Up**

April 7: In-class work/Catch up

April 9: **WA 4 Due**; Introduction to Chapter 5 p. 453;

### **Week 13: Chapter 5: Writing It Up**

April 14: Introduce **WA 5** p. 455; Start working on **WA5**

April 16: **In-Class Activity** Beginning the Ethnographic Portfolio p. 456 **AND** Creating a “Zero Draft” p. 457

### **Week 14: Wrapping Up**

April 21: In-Class Activity Putting Together and Ethnographic Portfolio p. 458

April 23: In Class Work Day

### **Week 15: Wrapping Up**

April 28: In Class Work Day; **Peer Review Final Project** p. 461

April 30: **WA 5 Due** [Last day of Class]

**Finals week (May 2 - 8): Attend Celebration of Student Writing and Present your final project.  
(Date and Time TBA)**