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ENG 1301.04E, COLLEGE READING & WRITING COURSE SYLLABUS: SPRING 2022

INSTRUCTOR INFORMATION

Instructor: Christie Glebe

Office Location:

Office Hours: Tuesday 1:00pm – 4:00 pm and Zoom by appointment

Office Phone:

Office Fax:

University Email Address: christie.glebe@tamuc.edu

Preferred Form of Communication: **email**

Communication Response Time: 24-48 hours M-F

COURSE INFORMATION

For this course, we will be using a platform called Top Hat that is included through TAMUC's Inclusive Access, meaning that this fee has already been charged to your bursar account. Top Hat will be accessible through our course shell in D2L. While you will receive an email about being able to opt out of this inclusive access, Top Hat is required for the course.

To gain access to Top Hat, it is YOUR responsibility to create an account when you receive an email from the campus bookstore. Be on the lookout for this email at the start of the semester.

If you have any issues with Top Hat, you should contact support@tophat.com.

The syllabus/schedule are subject to change.

Through Top Hat, you will gain access to the following course materials.

Writing Inquiry 2nd Edition. Eds. Jessica Pauszek, Shannon Carter, Donna Dunbar-Odom, and Tabettha Adkins. Fountainhead Press, 2019.

Dreams and Nightmares / Sueños y pesadilla. Liliana Velásquez. Edited and Translated by Mark Lyons. Parlor Press. 2017.

Pro(se)letariets. Eds. Audrey Burns, Alicia Landsberg, Evan Smith, and Jesse Uruchima. New City Community Press. 2011.

***You will also need a single subject spiral notebook.

COURSE DESCRIPTION

English 1301 Introduces students to writing as an extended, complex, recursive process and prepares students for English 1302, which more rigorously examines the forms and structures of argument and means to approaching multiple audiences. In 1301 students will write weekly and will work on essay organization and development. The course will emphasize close reading, summarizing, and analysis of expository texts, including student writing.

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.

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COURSE REQUIREMENTS

Minimal Technical Skills Needed

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). I will email the class through D2L, so be sure that that email is the one you check.
- Regular internet access
- Access to a computer with a word processing program and a printer (assignments must be typed uploaded through D2L in a doc or docx file)

Instructional Methods

This is an in-person class. We will meet Tuesdays and Thursdays from 9:30 – 10:45pm in EDS 135.

Students in this class should also be enrolled in ENG 100.03L.

Student Responsibilities or Tips for Success in the Course

It is expected that you will participate in Top Hat every week, usually on multiple occasions. You are expected to be in class each time it meets. All students should check their email daily and log into D2L at a minimum 2-3 times a week. To succeed in this course, you should also complete all the required reading and activities in Top Hat.

GRADING

Final grades in this course will be based on the following scale:

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

Total points corresponding to the final letter grades

A = 451- 500 Points
 B = 401- 450 Points
 C = 351- 400 Points
 D = 301- 350 Points
 F = 300 & > Points

Weights of the assessments in the calculation of the final letter grade.
 Example:

Assignments	20%
Discussions	20%
Midterm Exam	30%
Final Exam	30%
TOTAL	100%

Assessments

Assignment Name	Percentage of Grade
Writing Assignment #1: Narrating Literacy	20%
Writing Assignment #2: Expanding Literacy	15%
Writing Assignment #3: Group Presentation and Reflection	15%
Writing Assignment #4: Tensions in Literacy	10%
Writing Assignment #5: Final Reflective Project	15%
Top Hat Participation	10%

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In class writing/Discussion Board posts and responses to classmates/Reading Responses/Homework	15%
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TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements.

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

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COMMUNICATION AND SUPPORT

Communication is a key part of success in this course. I am available via email (christie.glebe@tamuc.edu) or by appointment to discuss assignments. I also have open walk-in office hours on Tuesdays from 1pm to 4pm. Please note that I may not be immediately available to respond to emails and likely will not do so after 6pm or on weekends. Please include a proper opening, clear message and subject line, and closing salutation in emails.

Accountabilibuddy: Write down the contact information for one or two other classmates below. If you are absent, contact one of these classmates to ask about what you might have missed, provide one another support—we're all in this together! These classmates might be the first ones you turn to when you are confused, have a question about what's due/when it's due, or are running late to class.

NAME	EMAIL ADDRESS	PHONE NUMBER (Optional)

The Writing Center

The Writing Center offers writers free, one-on-one assistance. We currently only offer 45min, online sessions that writers can book from our website: www.tamuc.edu/writing-center

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We welcome all writers, majors, and disciplines—undergraduate and graduate students alike (faculty and staff too!). Research shows that all workers benefit from sharing their work with a focused reader. The Writing Center staff is trained to support writers in any stage of the writing process (from the blank page to polishing sentences), and we work with writers to verbalize writing goals and to stay on track with larger writing projects. We work with any form of writing (academic and nonacademic). The writers with whom we work usually bring projects like important emails, weekly writing assignments, midterm and final essays, and theses and dissertations. Contact us with any questions here: writingcenter@tamuc.edu

Interaction with Instructor Statement

I will respond to your emails within 48 hours on weekdays. If you do not hear from me in that time frame (and 72 hours on weekends), please contact again. Remember, email glitches sometimes. So, always email again if you do not receive a response.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Participation will be counted partly through your use of Top Hat (10%) and partly through the work you do in class discussions (online or f2f),

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in drafting your writing assignments, in group work, etc. When you answer the Before and After Reading questions in Top Hat, you will gain participation points. If you miss a deadline, you must contact your instructor to ask for extra time to work in Top Hat. It is your responsibility to ask for this extra time. Consistent lateness may cause a deduction of participation points.

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook.

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

TAMUC Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.

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<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03 Undergraduate Student Academic Dishonesty Form

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

Graduate Student Academic Dishonesty Form

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

Students with Disabilities-- ADA Statement

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

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their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: studentdisabilityservices@tamuc.edu

Website: Office of Student Disability Resources and Services

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

Texas A&M University-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.

Grievance Procedure

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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. Ashanka Kumari, by emailing her (ashanka.kumari@tamuc.edu).

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 the instructor already. Where applicable, students should also consult University Procedure 13.99.99.R0.05 (“Student Appeal of Instructor Evaluation”).

Campus Concealed Carry Statement

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&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus

document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatemen>

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[ts/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf](https://rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf)

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.

A&M-Commerce Supports Students' Mental Health

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

Department or Accrediting Agency Required Content

COURSE OUTLINE / CALENDAR

Unless otherwise indicated, all readings and questions will be done through Top Hat. Remember, you should access Top Hat readings directly in D2L.

Week 1: Wednesday, January 12 – Sunday, January 16	1. <u>Register your leomail address</u> for an account in TopHat.
	2. <u>Email your instructor</u> through D2L. In this email, please describe a couple of your interests, such as sports you like,

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	<p>books, TV, movies, music, other hobbies, etc.</p> <p>3. Read “What to Expect”</p> <p>4. Read “Preface”</p> <p>Read and answer the Before and After Reading Questions for the following:</p> <p>5. Donna Dunbar-Odom, “Active Reading</p> <p>6. Donna Dunbar-Odom, “Writing as a Process”</p> <p>7. James Paul Gee, “What is Literacy?”</p>
<p>Week 2: Tuesday, January 18 – Sunday, January 23</p> <p>NO SCHOOL MONDAY, JANUARY 17 MARTIN LUTHER KING, JR. DAY</p>	<p>1. How to Approach the Assignments</p> <p>Read and answer the Before and After Reading Questions for the following:</p> <p>2. Donna Dunbar-Odom, “Learning Habits of Reflection”</p> <p>3. Tabetha Adkins, “Plagiarism”</p> <p>4. Deborah Brandt, “Sponsors of Literacy”</p> <p>5. Gloria Anzaldua, "How to Tame a Wild Tongue”</p>

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	6. Writing Assignment 1
	<p>7. In D2L, post a thread that details three things (these can all be connected or different examples):</p> <ul style="list-style-type: none"> • A sponsor (someone, an institution, or something) that has influenced your literacy • A literacy artifact that is meaningful to you and why • A significant moment in your literacy development
<p>Week 3: Monday, January 24 – Sunday, January 30</p>	1. Read Romeo Garcia, “On the Cusp of Invisibility”
	2. Read: Malcolm X, “Learning to Read”
	3. Develop a draft of your Writing Assignment 1 (WA1)
	One-on-one writing conferences with instructor
<p>Week 4: Monday, January 31 – Sunday, February 6</p>	1. Chapter 2 Introduction
	2. Read: Eric Pritchard, “Prologue”
	3. Read: Pro(se)letariats selections
	4. D2L Pro(se)letariats post

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	5. Writing Assignment 1 due Sunday, February 6 at 11:59pm
Week 5: Monday, February 7 – Sunday, February 13	1. Read Young, “So Black, I’m Blue”
	2. Writing Assignment 2
	3. Draft Writing Assignment 2 (WA 2)
Week 6: Monday, February 14 – Sunday, February 20	Read: Liliana Velsaquez, Dreams and Nightmares, Introduction <ul style="list-style-type: none"> • Prologue • I: Guatemala • II: My Journey
	Student Conferences
Week 7: Monday, February 21 – Sunday, February 27	Read: Liliana Velsaquez, Dreams and Nightmares <ul style="list-style-type: none"> • III: Philadelphia • IV: Reflections • V: Finally, I Have Told My Story
	Writing Assignment 2 Due Sunday, February 27 at 11:59pm
Week 8: Monday, February 28 – Sunday, March 6	Get partner/group assignments for Writing Assignment 3
	Brainstorming Writing: Assignment 3
Week 9: Monday, March 7 –	Continue working in groups on Writing Assignment 3

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Sunday, March 13 NO SCHOOL MARCH 14 – MARCH 20 SPRING BREAK	
Week 10: Monday, March 21 – Sunday, March 27	Partner/Group Presentations
Week 11: Monday, March 28 – Sunday, April 3	1. Chapter 3 Introduction
	2. Read Mirabelli, “Learning to Serve”
	3. Brainstorming Writing Assignment 4
Week 12: Monday, April 4 – Sunday, April 10	1. Read Alvarez, “Brokering the Immigrant Bargain”
	2. Read Mills, “Ban Fascism”
	3. Writing Assignment 4 (WA4) discussion post due Sunday, April 10 at 11:59pm
Week 13: Monday, April 11 – Sunday, April 17	Introduction to Chapter 5
	Re-reading your WA1, WA2, WA3, WA4, and working on Reflecting
Week 14: Monday, April 18 – Sunday, April 24	Drafting Writing Assignment 5

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<p>Week 15: Monday, April 25 – Sunday, May 1</p>	<p>Writing Assignment 5 Revisions</p>
<p>Week 16: Monday, May 2 – Sunday, May 8</p> <p>WEDNESDAY, MAY 4 – FRIDAY, MAY 6 ARE A STUDY TIME FOR FINAL EXAMS. NO CLASS THURSDAY, MAY 5</p>	<p>Last day of class is Tuesday, May 3</p> <p>Writing Assignment 5 Revisions</p>
<p>FINAL EXAMS WEEK: Monday, May 9 – Friday, May 13</p>	<p>Writing Assignment 5 (WA5) due Friday, May 13</p>

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