



## ENG 1301 College Reading and Writing

### COURSE SYLLABUS: FALL 2022

Please, click on the following link to access A&M-Commerce Covid 19 Information, [tamuc.edu](http://tamuc.edu)

### INSTRUCTOR INFORMATION

Instructor: Chasity Stafford

Office Location: Learning Cottage 16

Office Hours: by appointment through Google Meets, before/after school, or on Fridays

University Email Address: [Chasity.Stafford@tamuc.edu](mailto:Chasity.Stafford@tamuc.edu) or [staffordc@rcisd.org](mailto:staffordc@rcisd.org)

RGHS Phone Number(Google Voice): 903-329-0144

Communication Response Time: 24-36 hours during M-F

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

### 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.**

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

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

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

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

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## 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 approach 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 the 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

### Minimal Technical Skills Needed

You will need:

- Flash drive or other means (Google Drive, 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
- Access to a computer with a word processing program like Google Docs or Microsoft Word (assignments must be typed and uploaded through D2L in a doc or docx file). Unfortunately, Google Docs can't be uploaded through your Drive. You have to download it to your computer in order to upload it.
  - Access to D2L <https://myleoonline.tamuc.edu/d2l/home>

### 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. Students in "B" blended courses are expected to be in class OR complete their work remotely in the allotted time frame. Students in "W" classes will be entirely online but are still expected to watch class recordings if they cannot virtually attend any synchronous lectures/discussions/workshops. All students should check their email and D2L daily. To

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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:

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

## 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%                 |
| In-class writing/ Discussion Board Posts and Responses to Classmates/ Reading Responses/Homework | 15%                 |

## 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](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

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## **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](mailto: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.

## **COMMUNICATION AND SUPPORT**

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### **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>

### **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 me again. Remember, email glitches sometimes. So, always email again if you do not hear a response.

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# **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), 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](#).

<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](#)

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

### **Office of Student Disability Resources and Services**

Texas A&M University-Commerce

Gee Library- Room 162

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

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto: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.

## **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/policiesProceduresStandardsStatements/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.

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## **Pandemic Response Statements**

A&M-Commerce requires the use of face-coverings in all instructional and research classrooms/laboratories. Exceptions may be made by faculty where warranted. Faculty have management over their classrooms. Students not using face-coverings can be required to leave class. Repetitive refusal to comply can be reported to the Office of Students' Rights and Responsibilities as a violation of the student Code of Conduct.

Students should not attend class when ill or after exposure to anyone with a communicable illness. Communicate such instances directly with your instructor. Faculty will work to support the student getting access to missed content or completing missed assignments.

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## 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: August 29 – September 2     | 1. Register your LeoMail address for a Top Hat account.  |
|                                     | 2. Email your instructor through D2L. In this email, you should describe a couple of your interests, such as what sports you might like, tv shows, music, books, or other activities.  |
|                                     | 3. Read, “Preface” and “What to Expect”  |
|                                     | <b>Read and answer the Before and After Reading questions for the following:</b>   |
|                                     | 4. Donna Dunbar – Odom “Active Reading”  |
|                                     | 5. Donna Dunbar – Odom, “Writing As a Process”   |
| Week 2: September 5 – September 9   | 6. James Paul Gee, “What Is Literacy?”   |
|                                     | 1. How To Approach The Assignments   |
|                                     | 2. Donna Dunbar – Odom, “Learning Habits of Reflection”  |
|                                     | 3. Tabetha Adkins, “Plagiarism”  |
|                                     | 4. Deborah Brandt, “Sponsors of Literacy”  |
| Week 3: September 12 - September 16 | 5. Sherman Alexie “Superman and Me”  |
|                                     | 6. Present Writing Assignment 1  |
| Week 4: September 19 – September 23 | 7. In D2L, post a thread that details three things (these can be all connected or different examples);   |
|                                     | <ul style="list-style-type: none"> <li>● A sponsor (someone, an institution, or something) that has influenced your literacy.</li> <li>● A literacy artifact that is meaningful to you and why.</li> <li>● A significant moment in your literacy development.</li> </ul> |
|                                     | 1. Malcolm X, “Learning To Read”   |
| Week 5: September 26 – September 30 | 2. <b>*** Writing Assignment # 1 due Sept. 20th ***</b>  |
|                                     | 1. Chapter 2 Introduction  |

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|                                    | 2. Romeo Garcia, "On the Cusp of Invisibility"   |
|                                    | 3. Pro(se)letariets selections   |
|                                    | 4. Draft WA2   |
| Week 6: October 3 – October 7      | 1. hooks "Confronting Class in the Classroom"  |
| (End of 1st Quarter)               | <b>2. *** Writing Assignment # 2 due Oct. 4th ***</b>  |
| Week 7: October 10 – October 14    | Fall Break   |
| Week 8: October 17 – October 21    | Liliana Velsaquez, Dreams and Nightmares<br>1. Prologue<br>2. I: Guatemala<br>3. II: My Journey<br>4. III: Philadelphia<br>5. IV: Reflections<br>6. V: Finally, I have told my story |
|                                    | Get partners/groups to work on Writing Assignment 3 throughout the week  |
| Week 9: October 24 – October 28    | <b>*** Writing Assignment #3 due- Partner/Group Presentations Nov. 1st ***</b>   |
| Week 10: October 31st – November 4 | 1. Chapter 3 Introduction  |
|                                    | 2. Mirabelli, "Learning to Serve"  |
|                                    | 3. Brainstorming WA 4  |
| Week 11: November 7 – November 11  | 1. Alvarez, "Brokering the Immigrant Bargain"  |
|                                    | 2. WA 4 discussion post due  |
|                                    | <b>3. *** Writing Assignment #4 due Nov. 15th ***</b>  |
| Week 12: November 14 – November 18 | Introduction to Chapter 5  |
|                                    | Re-Reading your WA 1, WA 2, WA 3, WA 4 and working on Reflecting   |
| Week 13: November 21 – November 25 | Thanksgiving break   |
| Week 14: November 28 – December 2  | WA5 revisions  |
| Week 15: December 5 – December 9   | <b>4. *** Writing Assignment #5 due Dec. 12th ***</b>  |
| Week 16: December 12-16            | <b>Finals Week Presentations</b>   |

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