



# ENG 1301-01W Syllabus



## Instructor

Gouda Taha

## Email

[Gouda.taha@tamuc.edu](mailto:Gouda.taha@tamuc.edu)

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

## Office Location

DTH 214

## Office Hours (Zoom-see D2L)

M 10:00 – 11:30 a.m.

## Resources

Waters Library

Writing Center

Counseling Center

## Course Overview

This is an online class.

## 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 evidence 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.
5. Students will be able to view themselves as engaged citizens within an interconnected and diverse world.

## Required Texts

*Writing Inquiry*, 2<sup>nd</sup> ed. 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.

*Faces of Courage: Ten Years of Building Sanctuary*. Harvey Finkle. New City Community Press, 2021.

## Course Materials

We will be using Top Hat Pro ([www.tophat.com](http://www.tophat.com)) for class participation. Therefore, you will also require Top Hat to access Writing Inquiry's digital interactive textbook. **You have already paid for a Top Hat account and the required text with your tuition (unless you opted out).** If you are new to Top Hat, follow the link in the email invitation you received or...

Go to <https://app.tophat.com/register/student>

Click “Search by School” and input the name of our school.

Search for our course with the following join code: [912804].

## Technology Requirements & Support

- Flash drive or cloud-based service to store digital versions of work (always keep a backup!)
- TAMUC email address that you check every day (ideally, twice a day, a.m. and p.m.)
- D2L course that you check every day (set up notifications so you don’t miss important updates)
  - You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your VWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903-468-6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).
  - 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)
  - If you are having any technical difficulty with any part of Brightspace (D2L), please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here: <https://community.brightspace.com/support/s/contactsupport>
- Regular internet access
- Regular access to a computer

NOTE: Personal computer and internet connection problems do not excuse the requirement to complete all coursework 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.

## Writing Center

The Writing Center offers writers **free**, one-on-one assistance. We currently offer 45 min., face-to-face or online sessions that writers can book from our website: [www.tamuc.edu/writing-center](http://www.tamuc.edu/writing-center). We welcome all writers, majors, and disciplines—undergraduate and graduate students alike (faculty and staff too!). Research shows that all works 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 blank pages 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 non-academic). 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](mailto:writingcenter@tamuc.edu).

## 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]). **Undergraduate Academic Dishonesty 13.99.99.R0.03**

### **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 expression will be maintained.

### **Students with Disability—ADA Statement**

The Americans with Disabilities (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons 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**

Velma K. Waters Library Rm 162

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

Fax: (903) 469-8148

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

Website: <https://www.tamuc.edu/student-disability-services/>

### **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 Counseling Crisis’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](http://www.tamuc.edu/counsel).

### **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 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.

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) 886-5668 or 911.

## Instructor Policies

### Email

1. The subject line should follow this format: *Eleanor Shellstrop*. ENG 1301-13E. Question about WA #1.
2. Salutation—Greet your instructor by their preferred name.
3. Body—Keep your email clear, concise, and professional (it should not look like a text message). Use a respectful tone throughout. Remember to keep your audience in mind and that every interaction reflects your academic persona.
4. Closing—End your email with an appropriate closing followed by your name.

### Attendance

This is a web-based class and I will hold zoom session once a week and I expect all students to attend all class online **meetings**, so they receive the news, information, and skills required to be successful. The following activities/circumstances count as excused absences at TAMUC according to the Registrar's attendance policy: <http://www.tamuc.edu/admissions/registrar/generalinformation/attendance.aspx>. Provide advance notice via email, when possible, and the appropriate documentation (a doctor's note or funeral program, for example) to receive an excused absence. It is the student's responsibility to work with their peers to acquire class notes & with their instructor for makeup work.

### Late Work

- If extraordinary circumstances prevent you from submitting a major writing assignment on time, email your instructor 24 hours in advance. Your instructor may or may not grant you an extension.
- NOTE: In addition to saving your work on your device, ALWAYS save your work to a cloud-based service like Google Drive or Dropbox.com.

### Grievance Procedure

Have a problem with me or the course? That's okay.

There's a policy for that! 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. Gavin P. Johnson, by emailing him ([gavin.johnson@tamuc.edu](mailto:gavin.johnson@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").

### Civility

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](#). Your instructor reserves the right to ask any student to leave the class if any student proves distracting or disruptive to their instructor and/or peers. If a student is asked to leave, the student must meet with the instructor during office hours before returning to class.

- Students will arrive to class on time, so they don't miss important announcements or information. They will have the opportunity to ask questions and express concerns.

- Students will come to class prepared to best understand and participate in activities. Coming to class prepared includes completing reading/homework before hand, bringing the required texts, and bring materials to take notes and work on writing assignments.
- Students will actively engage in class lectures, discussions, writing activities, and assessments. Students will ask questions, seek clarification, and make progress toward major writing assignments.
- Students will respect the instructor and their peers' views, interpretations, and concerns.
- Students will respond to emails and check D2L frequently (at least twice per day) during normal working hours.

## 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	Percentage of Grade	Due Date
Writing Assignment 1	20 points (15%)	Week 2
Writing Assignment 2	20 points (20%)	Week 3
Writing Assignment 3	25 points (15%)	Week 5
D2L Discussion posts	15 points (15%)	Continuous
Reflection	5 points (5%)	Week 4
TopHat reading Questions	15 points (15%)	Continuous

## Feedback

In addition to your numerical grade, I will provide written feedback on each major writing assignment. The feedback will outline the strengths and areas for improvement. You should use this feedback to revise assignments as needed and to improve your writing on future assignments.

## Course Schedule

<b>Week</b>	<b>Subject</b>	<b>Homework Due</b>
Week 1 (6/5-11)	<b>Introduction, Literacy, Sponsors</b> “What is Literacy” by James Paul Gee “Sponsors of Literacy” by Deborah Brandt Read “Learning to Read” by Malcolm X	<b>READ</b> Syllabus (D2L) Introduction, Ch. 1, and WA 1 (Top Hat) <b>DO</b> Access email and D2L course; participate in weekly discussion board (D2L)
Week 2(6/12-18)	<b>Literacy Narratives</b> Literacy Narrative” by Megan Opperman “My Uncle’s Guns” by Ann E Green “On the Cusp of Invisibility” by Romeo Garcia	<b>READ</b> (Top Hat) <b>DO</b> Participate in weekly discussion board (D2L) WA1 Draft Due <b>WA1 DUE by 6/18</b>
Week 3 (6/19-25)	<b>Code Switching/Code Meshing</b> “So Black I’m Blue” by Vershawn Young Dreams and Nightmares, Introduction-Part 1 Dreams and Nightmares, Part 2-3	<b>READ</b> (Top Hat) <b>DO</b> Participate in weekly discussion board (D2L) <b>WA2 DUE by 6/25)</b>
Week 4(6/26-7/2)	<b>Tensions in Literacy</b> Dreams and Nightmares, Part 4-5 Faces of Courage Top Hat Questions due by Sunday <b>Tensions Activity</b>	<b>READ</b> (Top Hat) <b>DO</b> Participate in weekly discussion board (D2L) Reflection DUE
Week 5(7/2-6)	<b>Wrapping Things Up</b> No Readings! Looking back, Reflecting work on WA3	<b>READ</b> No readings. <b>DO</b> Participate in weekly discussion board (D2L) <b>WA3 DUE 7/5)</b>

## **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.