

Professor Christine E. Iwanicki
ENG 180
Fall 2016

Syllabus ENG 180: College Writing I

(Please Note: This syllabus is meant to be a general “road map” for our class this semester; some due dates and assignments may be subject to change.)

Office: Simpkins Hall 219

Office Hours: Tuesdays: 1:30-3:30; Wednesdays: 3:50-4:50 and Thursdays: 1:30-2:30. Also by appt.

English Dept. Main Office: 298-1103 or 298-2813 (leave a message with one of the secretaries)

E-mail: C-Iwanicki@wiu.edu. **(Use this as your primary way to contact me.)**

Required Text:

Robertson, Alice. *Writing from Private Places to Public Spaces* (Kendall Hunt Publishing Co, 2nd edition, 2009). ISBN: 978-0-7575-6871-8.

University Catalog Description of This Course: ENG 180--College Writing I. Introduction to college writing, with an emphasis on the writing process, reflective writing, and critical thinking. All sections taught with word processors. Graded: A, A-, B+, B, B-, C+, C, U, F. I. **A final grade of C-, D+, D, or D- IS NOT AVAILABLE IN ENG 180, although I will use those grades to score individual papers per each assignment throughout the semester. You cannot receive a C-, D+, D, or D- as a final grade in ENG 180.**

Course Goals and Overview: Writing well is essential for success in college course work and professional careers after graduation. WIU promises its students that they will have the opportunity to develop all of these necessary writing abilities during their college careers here. ENG 180 is the first of several courses designed to do just that. This is a course in which you will use personal writing and interests as a way into public academic writing. You will choose paper topics based on your interests and concerns and then develop organized, effective pieces of writing in a number of specific formats: personal essays, persuasive essays or arguments, and report writing and research. Each assignment is based on the previous one and each is more difficult than the one before. You will never be asked to write another paper until you have received

the previous assignment returned with my evaluation and suggestions.

Workload: You will write a total of 6 (six) papers in ENG 180. In some cases, submitting rough drafts, along with the finished product, will be required parts of the assignment process. Keep all the work that you do for this class saved on a computerized storage device of your choice. Keep hard copies of your work (drafts, notes, etc.) in a folder. Back-up your work in as many different ways as possible. We all know that technology can sometimes fail, so anticipate ways of saving your work so that you don't lose all your work due to a technical glitch. If this happens, you will have to start from scratch and re-submit your work. It is in your interest to protect your work in as many different ways as possible by having a back-up system in place.

Class Policies and Procedures

Attendance: Attendance at all classes is required, and absenteeism is unacceptable. At the same time, we are all human, and sometimes unexpected things (personal illness, a family emergency, etc.) can occur. In some cases, you may have an ongoing medical condition that necessitates treatment, etc. For these reasons, you will be permitted up to three absences during the semester for which I will not require documentation, nor apply a penalty toward your final grade. **Any absences above and beyond three, however, will require documentation. Your final average grade in the class will be penalized with a deduction of 3 points per undocumented absence.**

Thus, let's say you are absent a total of 8 days in the class. The first three absences do not count against you, but the next five do---unless you have provided documentation of a legitimate reason for missing class. But if you have not provided adequate documentation, your final grade will be subject to a penalty of -3 points for each of the five classes you missed without documentation. $5 \times -3 \text{ points} = -15 \text{ points}$. If your average at the end of the course is, for example, 100, it will become an average of 85. ($100 - 15 = 85$.) This is how undocumented absences will affect your grade. Each class missed after the first three classes will result in a flat deduction of -3 points per missed class, to be subtracted from your final average at the end of the semester.

If you produce a documented, legitimate excuse for your absence, I will not hold any absences against you. On the other hand, if your situation results in your missing a significant amount of class time, and you do not provide legitimate documentation, your final grade will be affected. All situations will be handled on an individual, case-by-case basis. I will take attendance at each class, and any student who falls into a pattern of unjustified, undocumented, unexcused absenteeism (above and beyond the 3 days you are allowed) will find his or her final grade adversely affected by the numerical penalties described above.

Tardiness to Class will be penalized on a case-by-case basis. If you are tardy

more than 5 times, expect your final grade to be dropped by *****at least***** one full letter grade beyond what you would have received if you had not been tardy. Tardiness means arriving more than 5 minutes late to any given class. If you cannot get to class on time, then drop this section of ENG 180. **Do not blame the campus bus, the location/duration of your previous class, or the weather for your inability to arrive at your ENG 180 class on time.**

Class Participation and Involvement: This course will be a mixture of labwork and classwork. Participation in class discussions and productivity in all phases of the course (esp. labwork), are part of the basic requirements for passing this course. You are expected to share your questions and ideas on a regular basis with the rest of the class. There is a direct correlation between the quality of our collective classroom experience, and **the quality of your attendance, participation, and preparation for lab work and our class meetings.**

*******THERE WILL BE NO HEADPHONES/EARBUDS PERMITTED IN THE COMPUTER LAB OR IN THE CLASSROOM. IF YOU DO NOT ADHERE TO THIS POLICY, YOU WILL BE ASKED TO LEAVE THE ROOM AND YOU WILL BE MARKED ABSENT FOR THAT DAY.*******

Cell Phones: Please make sure that your cell phone is OFF during class. If you step outside the classroom to place or receive a call, you will be considered absent and not permitted to return to class. Do not let this happen.

Bathroom, Water fountain, etc.: Please take care of your personal needs before class. Walking out of class for these purposes is disruptive.

Notification of Extended Absence: If you develop a personal situation (illness, family problem, etc.) that will result in your missing class beyond one week, you need to inform the Office of Student Development (298-1884). This office will notify ALL of your professors about your situation. It is in your interest to work with this office. And, of course, you should also make sure that you talk to me and keep me informed about your situation. It is your responsibility to keep the lines of communication open. Without appropriate documentation and communication, your situation will be perceived as a case of reckless absenteeism and will be treated as such.

Special Statement about Students with Disabilities: In accordance with University policy and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. For the instructor to provide the proper accommodation(s), you must obtain documentation of the need for an accommodation through Disability Support Services and provide it to the instructor. It is imperative that you take the initiative to bring such needs to the instructor's attention, as he/she is not legally permitted to inquire about such particular needs of students. Students who may require special assistance in emergency evacuations (i.e., fire, tornado, etc.) should contact the instructor as

to the most appropriate procedures to follow in such an emergency. Contact disability support services at 398-2512 for additional services.

University Policy on Student Rights and Responsibilities. This policy can be found at www.wiu.edu/provost/students.php. It is VERY MUCH in your interest to review this policy.

SPECIAL STATEMENT FROM WESTERN ILLINOIS UNIVERSITY: “University values, Title IX, and other federal and state laws prohibit sex discrimination, including sexual assault/misconduct, dating/domestic violence, and stalking. If you, or someone you know, has been the victim of any of these offenses, we encourage you to this to the Title IX Coordinator at 309-2981977, or anonymously online at: http://www.wiu.edu/equal_opportunity_and_access/request_form/index.php. If you disclose an incident to a faculty member, the faculty member must notify the Title IX Coordinator. The complete Title IX policy is available at: <http://www.wiu.edu/vpas/policies/titleIX.php>.”

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Academic Integrity Policy: Students who engage in plagiarism or other forms of cheating in this class will be prosecuted to the fullest extent possible, resulting in a grade of F, other penalties, and/or expulsion from the university. The policy on Academic Integrity can be found at www.wiu.edu/policies/acintegrity.php.

For Students Force-Enrolled in ENG 180: If you were force-enrolled in this course, you will need my permission and the permission of the Director of Writing, Dr. Magdelyn Helwig in order to drop. If you decide to drop this course, you will need to speak to me first, and I will forward your request to the Director of Writing for consideration (permission to drop is not granted automatically). Because you need permission to drop, you should begin the drop process early.

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Requirements and Course Policies

- There will be 6 formal papers of varying lengths. Keep in mind that **each assignment builds upon the previous assignment**, so you need to keep up with all the assignments and not fall behind. I reserve the right to penalize late papers at my discretion by at least a full letter grade.
- Occasionally there might be group work in class. People who work in groups need to be prepared and responsible, because the group's success will be determined by each individual's contributions. It is unacceptable for one person in the group to carry the burden of doing work that should be performed by all members of the group.
- **Save all copies of your work in a reliable way.** Devise a dependable, PORTABLE system that will permit you to always have access to your work. This applies to work you do on your own time at home, as well as any work you do in the ENG 180 computer lab. You will need access to all of your work from the semester when you write your final paper at the end of the course.
- All assignments are due on the date assigned at the beginning of class. You must bring a hard copy of your paper with you to class on the due date. You must make the print-out on your own time outside of class. We will have neither the time nor the resources for you to make print-outs of your work in the computer lab.
- All writing assignments are to be word processed and double-spaced with standard 1 inch margins and printed in 10 or 12 point font.
- Class work, in the form of participation, cooperative behavior, and adequate preparation, also has an impact on your overall course grade. Come to class prepared. Respect each other and me. Everyone has the right to express their ideas about every topic we discuss, and you are encouraged to do so at each class.
- Plagiarism and all other forms of cheating are unacceptable. Anyone found guilty will fail that assignment and/or the course itself. All incidents of plagiarism and academic dishonesty will be reported to CAGAS (The College of Arts and Sciences Committee on Grading and Standards). Western Illinois University's complete academic integrity policy can be found at www.wiu.edu/provost.

Grading Criteria

All six papers will be weighted equally, so don't skip any assignments or prepare a shorter paper haphazardly just because it's a short assignment. At the end of the semester, I will determine your final grade by computing the average of your six formal papers. You can enhance your grade through regular participation in class discussions, coming to class/lab prepared to work, and having regular attendance. Remember, that there will be flat point deductions taken from your final class average grade for excessive, undocumented absences above and beyond the 3 classes you may miss without a penalty.

Grading Scale for ENG 180:

A: 93-100
A-: 90-92
B+: 87-89
B: 83-86
B-: 80-82
C+: 77-79
C: 73-76

In ENG 180, C is the lowest possible grade for passing the course. You must receive a C or better to pass the course. I will calculate grades below C according to the scale below, but please don't put yourself in that position.

D/U: 60-72
F: 59 and below

ENG 180: Outline of Major Paper Assignments

Please note how each paper builds on the previous one. For this reason, you will want to make careful choices about the topics you select for each assignment.

Paper 1: The Personal Narrative: This paper tells a general story about you, based on a significant event in your life. Length: 500-750 words/2-3 pages.

Paper 2: The Reflection Paper: This assignment is an *analysis* of the experience you recorded in your personal narrative. It is a *transformation* of the experience you wrote about in your first paper, in which you will now explore the larger meaning of the experience discussed in paper 1. Length: 750 words./3 pages.

Paper 3: The Opinion Paper: For this assignment, you will choose and define a controversial issue, decide whether you are for or against that issue, and give reasons both for your choice of the issue and position on the issue. Length: 3 pages: 750 words. ***The topic you select for this assignment will be the topic***

you will continue to explore in paper 4.

Paper 4: The Mini-Research Position Paper: This paper explores the same topic you addressed in paper 3, but now you will consult secondary sources (books, journals, newspapers, reliable & substantive web sites, government documents, etc.) in order to discover how other perspectives contribute to a deeper and wider understanding of the topic you covered in paper 3. Your paper will include a list of “Works Cited,” in which you list, in proper bibliographic format, all sources consulted for this assignment. This list, along with the inclusion of the information from the secondary sources, will be prepared according to Modern Language Association (MLA) guidelines. Length: 4-6 pages: 1000-1500 words.

Paper 5: Timed, In-Class 50-minute Essay (to be done during our meeting during Finals Week). In preparation for this assignment, you will be given a packet of articles to read. You may bring the articles with you and you may consult them as you write your essay. Length: **minimum** of 500 words/ 2 pages. You will report to a location TBA in order to do this assignment, on the date/time reserved for us according to the final exam schedule. More information forthcoming as we approach the end of the semester.

Paper 6: Case Study of Yourself as a Writer: For this final paper in ENG 180, you will analyze all of your writing from throughout the semester (with the exception of assignment 5. For paper 6, you will consider how you view the place of language and writing in your daily life, and you will consider---among other questions---the features of language use that define you as a writer. A full list of questions and guidelines for this assignment will be distributed as we near the deadline for this assignment. This assignment will be due on the last day of the semester. Length: approx. 5-6 pages/1250-1500 words.

Final Exam Week Schedule: The campus-wide schedule can be found at <http://www.wiu.edu/registrar/exams.php>. While we will not take a formal final exam in this class, we WILL meet during finals week for the purpose of doing assignment #5, which will be a timed essay of 50 minutes. The topics and readings for this assignment will be distributed to you toward the end of the semester. This assignment will be “open book,” and fuller guidelines will be given to you toward the end of the semester.

OUTLINE of SEMESTER

Week 1: (M) Aug. 22; (W) Aug. 24; (F) Aug. 26

Monday, August 24: First Day of Class: Opening Considerations

Introduction and Part One in Robertson, pp. vii-6; pp. 7-28

Guidelines for Assignment #1 distributed: The Personal Narrative

Exploration of relationships between “public” and “private” writing

Week 2: (M) Aug. 29; (W) Aug. 31; (F) Sept. 2

Above re: The Personal Narrative Assignment continued
Robertson: pp. 7-28 (continued)

Week 3: (M) Sept. 5: Labor Day—No Class; (W) Sept. 7 (F) Sept. 9
Development of paper #1 continues

Paper #1 due Monday, Sept. 12
Begin preparation for paper #2, The Reflection Paper
Robertson, pp. 29-46

Week 4: (M) Sept. 12; (W) Sept. 14; (F) Sept. 16
Above con't; continue on paper #2

Week 5: (M) Sept. 19; (W) Sept. 21; (F) Sept. 23

Paper #2 due: Monday, Oct. 3

Begin preparation of paper #3; Robertson, pp. 47-60.

Week 6: (M) Sept. 26; (W) Sept. 28; (F) Sept. 30
Controversial Issues Segment: Preparation of paper 3 continues
Robertson, pp. 47-60 con't.

Week 7: (M) Oct. 3; (W) Oct. 5; (F) Oct. 7
Above con't.

Week 8: (M) Oct. 10; (W) Oct. 12; (F) Oct. 14---FALL BREAK: NO CLASS ON FRIDAY, OCTOBER 14

Continue with Robertson, pp. 47-60

Week 9: (M) Oct. 17; (W) Oct. 19; (F) Oct. 21: Paper 3 due on Oct. 21

Week 10: (M) Oct. 24; (W) Oct. 26; (F) Oct. 28: Begin preparation of paper 4, the mini-research paper; Robertson, pp. 61-93.

Week 11: (M) Oct. 31; (W) Nov. 2; (F) Nov. 4: The drafting of paper 4 continues.

Week 12: continue with the drafting of paper #4: (M) Nov. 7, (W) Nov. 9, (F) Nov. 11

Week 13: (M) Nov. 14; W-Nov. 16; F-Nov. 18
****Rough draft of Paper 4 due on Monday, Nov. 7****
****Final Draft of Paper 4 due on Wed. Nov. 16**** (see special instructions on your assignment sheet)

THANKSGIVING BREAK: Monday, Nov. 21 to Friday, Nov. 25

Classes Resume on Monday, Nov. 28

Week 14: (M) Nov. 28; (W) Nov. 30; (F) Dec. 2

Begin working on Paper #6, The Case Study of Yourself as a Writer

Week 15: (M) Dec. 5; (W) Dec. 7; (F) Dec. 9

Above continued; **Readings and Instructions for Assignment #5 (The 50-Minute Essay) to be distributed and discussed**

Week 16: Final Exam Week: (Mon.-Dec. 12 to Fri., Dec. 16). Instructions for our procedures during finals week will be given to you during the week of Dec. 5. Make sure that you plan to meet for ENG 180 during finals week. You will do Assignment #5 at that time (More explanation about this will be given to you as the date nears.) **Paper #6 will also be due when we meet for the 50-Minute Essay during Finals Week.**

Final Exam Week Meeting Times: <http://www.wiu.edu/registrar/exams.php>.

Consult this schedule for any questions you may have about the final exam time for any of your classes for the Fall 2016 semester (not just ENG 180).

Finals Week Meeting Times for ENG 180:

The ENG 180 MWF 11 a.m. section will meet during finals week on **Wednesday, Dec. 14 at 10 a.m. in the computer lab, SI 319. Please note the time change.**

The ENG 180 MWF 1 p.m. section will meet during finals week on **Wednesday, Dec. 14 at 1 p.m. in the computer lab, SI 319.**

The ENG 180 MWF 3 p.m. section **will meet during finals week on Wednesday, Dec. 14 at 3 p.m. in the computer lab, SI 319.**