

WESTERN ILLINOIS UNIVERSITY
English 280: College Composition II
FALL 2016

Section Q01: Tuesday/Thursday; 11:00 am–12:15 pm

Class Location: QC Complex Room 2404

Instructor: Brenda Porter

Office: QC Complex Room 2207

Office Hours: Tuesday/Thursday 12:30–1:30 pm; Wednesday 12:00–2:00 pm; by appointment

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A. Course Description

Catalog Description: (General Education/Communication Skills) A second course in college writing, to be taken during sophomore year. Emphasis on the interaction between writer and reader.

Note: If you were force-enrolled in this course, you will need the permission of the instructor and the Director of Writing in order to drop. If you wish to drop this course you will need to speak with me first, and I will forward your request to the Director for consideration (permission is not granted automatically). Because you need permission to drop, you should begin the drop process early.

B. Course Objectives

In English 280, you will continue to learn about writing as a social activity with the goal of approaching inquiry as disciplinary.

Writing Processes You will acquire flexible strategies to articulate research questions, to conduct primary and secondary research, and to communicate research findings within specific discourse communities.

Discourse Communities You will identify and describe different discourse communities, with a special emphasis on assessing how community shapes writing, especially in disciplinary and professional contexts.

Rhetorics You will analyze and interpret the rhetorical situation (exigence, audience, and context) as a social construct, with special emphasis on assessing how discourse communities shape rhetorics.

Genres You will assess how genre sets and systems function in discourse communities, with special emphasis on disciplinary and professional contexts.

Critical Thinking, Reading, and Research You will use critical thinking, reading, and research strategies to compose texts that participate in disciplinary and professional conversations, with special emphasis on conducting primary research, selecting secondary sources, and integrating information from these sources with your ideas.

For a complete list of the standard objectives for English 280, see the Writing Program's handout at: <http://www.wiu.edu/cas/english/writing/>.

C. Required Texts and Materials

Books: *A Pocket Style Manual* 7th ed. by Diana Hacker ISBN-13: 978-1457642326

Readings: Digital copies of additional assigned readings will be provided.

Students are required to print the articles and include them in their course binders.

Required Supplies: Composition Notebook, 1" Three-Ring Binder and Dividers, Notebook Paper, Pens/Pencils

D. Course Policies

Academic Integrity: Academic dishonesty is an extremely serious violation of university policy and you may jeopardize your academic career by engaging in it. (See <http://www.wiu.edu/policies/acintegrity.php>.)

- Each student is expected to do his/her own original work on all course assignments.
- Assignments completed previously for other courses may not be submitted.
- Acts of plagiarism and cheating will result in failure for the assignment and possible course failure.

Attendance Policy: Because of the teaching methods utilized in English 280 (discussions, group activities, workshops, etc.), course content may not be easily replicated outside of class. It is in your best interest, therefore, to make every effort to attend all scheduled classes.

- Attendance is taken at every class meeting.
- Tardiness in excess of ten minutes will be considered an absence.
- Generally, missed quizzes and classwork cannot be made up. Students who have documented reasons for absence (required military service, required university-related activity, documented medical issue, and other reasons at the discretion of the instructor) may request alternative assignments.
- In the case of an unavoidable absence:
 - (1) Provide documentation *before* anticipated absences for required military service or a required university-related activity.
 - (2) Submit a doctor's note for a medically related absence.
 - (3) *Before* the class you will miss, please email your instructor.
 - (4) *After* class, check with your assigned study partner for notes and information from the missed class.
- After the third absence from class, or if a pattern of tardiness develops, you will be required to meet with me during my office hours.
- *For each absence beyond **four**, your final grade will be lowered one full letter grade. Seven absences will result in automatic failure of the course.*

Calendar: Students are expected to be aware of the following important dates on the academic calendar.

<i>August 26:</i>	Open registration ends <i>Seek permission before 4:30 pm that day.</i>
<i>September 2:</i>	Last day of restricted schedule changes; last day to drop without a W <i>Seek permission before 4:30 pm that day.</i>
<i>September 5:</i>	Labor Day—University closed.
<i>October 14:</i>	Fall Break—No classes.
<i>October 30:</i>	Last day to drop a course; last day for total university withdrawal <i>Seek permission before 4:30 that day.</i>
<i>November 21-25:</i>	Thanksgiving—No classes.

Classroom Decorum: Students are expected to conduct themselves with courtesy and maturity at all times.

- *Be Punctual* Arrive on time. (See “Attendance” for penalties associated with tardiness and absence.)
- *Be Prepared* Complete all reading and writing assignments prior to class and bring all required materials to every class unless notified otherwise.
- *Be Focused* Pay attention to class lectures, contribute to class discussions, and participate fully in all group activities and workshops. To limit distractions during class, silence electronic devices and put them in your backpack *prior* to entering the classroom.
- *Be Respectful* Demonstrate courtesy and civility toward classmates and instructor.
- *Eat before class.* While students are welcome to bring a beverage (coffee is a necessity!), eating in class is not permitted.

NOTE Students engaging in disruptive, inattentive, or disrespectful behavior may be asked to leave class. Examples of these behaviors include, but are not limited to, using a cell phone, sleeping, excessive talking, disrespectful words or actions, and lack of preparation.

Communication:

- *Email* The best way to communicate with me is via email using your Western Illinois University email account. Replies may take up to one business day (24 hours) and emails submitted on Friday *may* not receive a response until the following Monday. Email messages must be properly written in Edited American English and must be suitable for audience and purpose. Email messages not conforming to these guidelines may be returned to the student for editing.
- *Group Emails* I use email regularly to provide instruction about the course and assignments, and to distribute required readings. Check your email **daily** for communications about the course.
- *Text Messaging* Information about class cancellations will be sent via text message and email.
- *Office Hours* I am available to discuss course assignments and any other course-related concerns in my office. Please stop by (hours above) or email me to make an appointment.

Conferences:

- Our course schedule includes time for each student to meet with me individually twice during the semester. We will discuss your progress in the course as well as your work on a specific assignment.
- Be punctual and be prepared. A Conference Assignment Sheet will be distributed.
- Missing a conference counts as an absence.

Electronics:

- All electronic devices (phones, earbuds, iPods, laptops, tablets, etc.) must be silenced and stowed in your bag before you enter the classroom.
- No classroom materials may be photographed or transmitted electronically without the express permission of the instructor.

People 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 Resource Center (DRC) 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 Resource Center (DRC) at 298-2512 for additional services.” Please review your “Student Rights and Responsibilities” at <http://www.wiu.edu/provost/students> and see me if you have any questions.

Title IX:

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 report this to the Title IX Coordinator at 309-298-1977 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>.

US Bank Quad Cities Writing Center:

Students are highly encouraged to utilize the services of the University Writing Center. The mission of the UWC “is to offer students at any academic level collaborative, one-on-one consultation on writing projects from any discipline at any point in the writing process.” For information about locations and hours, see http://www.wiu.edu/qc/writing_center/.

E. Coursework and Assignments

Papers: 60% of Final Grade

Assignments: You will submit **four** formal writing assignments: two summary and analysis essays (each 2.5-3.5 pages), a researched essay (5-6 pages), and a portfolio of work accompanied by a reflective essay. For the final portfolio, you will choose artifacts from your work throughout the semester and reflect upon the significance of each one with regard to (1) your understanding of the concepts outlined in the course objectives and (2) your development as a writer. In order to effectively complete this assignment, it is essential that you retain all papers/notes/other class materials in the required course binder. A detailed Assignment Sheet (AS) will be distributed for each formal assignment.

Assignment 1:	Summary and Response Paper #1; 2.5-3.5 pages	10% of final grade
Assignment 2:	Summary and Response Paper #2; 2.5-3.5 pages	10% of final grade
Assignment 3:	Researched Essay; 5-6 pages	20% of final grade
<i>Students must receive at least a grade of D on this assignment in order to pass the course.</i>		
Assignment 4:	Portfolio: Reflective essay and artifacts	20% of final grade

Due Dates: Submit print copies of papers at the beginning of the class period on the due date. Late work will be penalized one full letter grade for each business day. Emailed assignments are not accepted. Additional submission guidelines will be provided for these assignments.

Formatting Guidelines: It is expected that all formal papers will conform to MLA manuscript format. Failure to conform to these standards will result in a loss of credit.

Revision: You may revise and re-submit one paper (Assignments 1 or 2) for a new grade. You must make substantial changes (global-level revision required) to the paper. A detailed Revised Paper Assignment Sheet (AS) will be distributed. The Revised Paper will be due on Final Exam day. Late papers will not be accepted.

Class Work/Reading/Quizzes: 30% of Final Grade

Class Work: Class notes, group work, class discussions, grammar and research exercises, and workshop activities (Writing Workshop, Peer Review Workshop, Revision Workshop, etc.) *10 points each*

Reading and Quizzes: Students will read essays, articles, and textbook chapters each week and will take reading quizzes. In addition to questions about the content from assigned reading, information from class notes and lectures will also be included on quizzes. Annotation of assigned reading may be collected for a quiz grade.

NOTE: *If you are absent, you may not make up a missed quiz or in-class assignment. Successful students will consistently attend class so that they do not miss these activities. Exceptions noted above in Attendance Policy.*

280 Journal: 10% of Final Grade

Each class period will begin with a writing exercise that must be completed in a composition notebook. The Journals will be submitted at the end of the semester, and grades will be assessed based on the number of complete entries. A detailed Assignment Sheet will be distributed.

F. Grading

Assignment 1	10%	A: 93-100; A-: 90-92
Assignment 2	10%	B+: 88-89; B: 83-87; B-: 80-82
Assignment 3	20%	C+: 78-79; C: 73-77
Assignment 4	20%	U: 60-72
Class Work, Reading, and Quizzes	30%	F: <60
280 Journal	10%	

- The student must earn a grade of “C” (73%) or higher in order to pass English 280.
- If you receive a “U” or an “F” in English 280, you must repeat the course in order to fulfill the Communication Skills requirement. The “U” grade does not affect the GPA.

Paper grades: In order to protect each student’s right to privacy, I discuss paper grades in my office and not in the classroom. If you wish to discuss a paper grade, please make an appointment to meet with me during my scheduled office hours.

U papers: A grade of U indicates that a paper has serious errors (e.g. incoherent, lacks focus, not well-developed, frequent errors in grammar, punctuation, spelling). A paper that receives a U grade **must be revised and resubmitted** one week from the date the original paper is returned. A revised U paper may receive no higher than a grade of B. If the paper is not resubmitted, the grade on the original paper is changed to an F.

G. Major Assignments Schedule

The Syllabus and the Schedule are tentative and subject to change.

- The instructor will announce changes in class and via email.
- Students are responsible to make note of all changes to the syllabus and schedule.

UNIT 1: The Three R’s: Reading, Writing {process}, and Rhetoric

“Has it ever struck you as odd, or unfortunate, that today, when the proportion of literacy is higher than it has ever been, people should have become susceptible to the influence of advertisement and mass propaganda to an extent hitherto unheard of and unimagined?” ~Dorothy Sayers

Paper 1: Summary and Analysis: Advertisement
Due Date for P1 Final Draft: Tuesday, October 4, 2016

Midterm Quiz: Tuesday, October 11, 2016

Unit 2: Writing Studies Today: Discourse Communities and Genres

“Even though it may seem like a solitary, isolated activity, when you read a scholarly work, you are participating in a conversation.” ~Karen Rosenberg

Paper 2: Summary and Analysis of a Scholarly Article

Due Date for P2 Final Draft: Tuesday, October 25, 2016

Major Assignments Schedule (cont'd)

Unit 2 (cont'd)

“Discourse communities are often gated, so it's the good writer's job to offer readers a set of keys.”

~Roy Peter Clark

Paper 3: Find the Keys Research Project: Writing, Conventions, and Genres of a Specific Discourse Community

Due Date for P3 Final Draft: Tuesday, November 30, 2016

Unit 3: Toward a Theory of Writing: Collection, Selection, Reflection, Evaluation

“Failure is instructive. The person who really thinks learns quite as much from his failures as from his successes.” ~John Dewey

“Reflective practice at its best is neither just a set of operational techniques nor only a clearly identifiable group of academic skills, but is rather a critical stance. Good reflective practice takes practitioners beyond mere competence towards a willingness and a desire to subject their own taken for granted and their own activities to serious scrutiny.” ~Ron Johnston & Graham Badley

Paper 4: Portfolio Reflection Essay and Artifacts

Due Date for Final Draft: Final Exam Meeting, Thursday, December 15, 2016

Final Quiz: Thursday, December 15, 2016

Reading assignments and a detailed assignment sheet will be distributed for each unit.