

Summer 6-15-2016

ENG1002G-001: Composition and Literature

Tammy Veach
Eastern Illinois University

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Veach, Tammy, "ENG1002G-001: Composition and Literature" (2016). *Summer 2016*. 14.
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ENGLISH 1002-G COURSE GUIDELINES AND POLICIES

ENG 1002-G, Summer 2016

Instructor: Tammy Veach

Office: CH 3055

Email: tveach@eiu.edu

Office Hours: 10:00 – 11:00 MTWR (none Fri) & by appt.

Texts: Meyer, *Poetry, An Introduction*, 6th Ed.

Charters, *The Story and Its Writer*, 8th Ed.

Jacobus, *The Bedford Introduction to Drama*, 6th Ed.

Harris, *Prentice Hall Guide to Writing*, 9th Ed.

Griffith, *Writing Essays About Lit*, 7th Ed.

COURSE DESCRIPTION: English 1002G, Composition and Literature, is a 3 semester hour writing course designed to improve skills in critical thinking and analytical expression based on the reading of literary texts. As in 1001G, attention is given to the ongoing development of student writing, including effective expression, clear structure, adequate development, and documentation of sources. While this course is designed to make you better readers, writers, and critical thinkers, I hope it also encourages you to enjoy literature. We will examine works of poetry, fiction, and drama written by men and women from culturally-diverse backgrounds, exploring them within historical, social, cultural, and aesthetic contexts. Because this is a composition course, students will write quite a bit about this literature (including essays which you will be expected to revise after receiving feedback through peer review and conferences with your instructor). Expect to spend 1 to 2 hours reading, analyzing, and/or writing about each day's assignment before class. Prerequisite: English 1001G.

COURSE OBJECTIVES: In successfully completing 1002G, students will:

1. Write expository and persuasive papers throughout the semester (a minimum of 5,000 words) in which paragraphs, sentences, and words develop a central idea
2. Read poetry, fiction, and drama expressing a wide range of cultural perspectives and values and develop abilities to think critically and write analytically about them
3. Engage in reading and writing experiences about literature in order to demonstrate an increased understanding of and appreciation for social, cultural, intellectual, and aesthetic ideas and their discovery
4. Develop research skills, including effective use of source materials and principles of documentation
5. Develop skills in revising their own writing by participating in peer review workshops and by revising their essays

SPECIAL INFORMATION ABOUT ENG 1002-G AND ABOUT THE EWP: To be enrolled in this class, you must have passed ENG 1001-G with a grade of C or higher, or must have received credit through transfer or through the CLEP proficiency examination. As a graduation requirement, you must submit 3 essays to be included in your Electronic Writing Portfolio; you may choose to submit an essay from this class to help fulfill that obligation. Please go to www.eiu.edu/~assess/ewpmain.php for complete information regarding the EWP.

CLASS HANDOUTS/ INFO -- CHECK EMAIL DAILY: Please check your EIU Panthermail account for information and class handouts/materials. You will need to print, read, and analyze materials before class; hard copies of handouts will not be provided. If class is ever canceled you will be notified by a note on the classroom door; it may have special instructions, so please be sure to read it yourself rather than relying on a classmate's message. If possible, I will also notify you via Panthermail with further information and instructions. (While your course syllabus and perhaps other material will be posted to D2L, I will not be using email on that platform.)

INFORMATION FOR STUDENTS WITH DISABILITIES: If you are a student with a documented disability in need of accommodations to fully participate in this class, please contact the Office of Student Disability Services (OSDS). All accommodations must be approved through OSDS. Please stop by Ninth Street Hall, Room 2006, or call 217-581-6583 to make an appointment.

ATTENDANCE, MAKE-UP WORK, AND LATE WORK:

- During this 6-week summer term we will cover all of the material of a regular 15-week semester; every 2 days of class is the equivalent of an entire week during the fall or spring semester. Attendance is especially crucial given this fast pace and the amount of material covered during every class.
- If you are absent it is your responsibility to find out what you missed and if changes were made to our tentative syllabus. Your regular attendance is important; due to the interactive nature of this course, much of what we do simply cannot be replicated, even if your absence is excused.
- Excused absences are granted only for **serious and verifiable** reasons, NOT for matters of personal convenience, **nor for illnesses or emergencies for which you have failed to provide verification**. You must initiate the process of documenting your absence as excusable; merely emailing to say you will miss class is **NOT** acceptable verification of the legitimacy of your absence. I reserve the right to determine what is/is not an excused absence.
- Examples of excused absences include illness documented with a doctor's note, death in the family for which you have provided a copy of the obituary, car trouble (for commuters only) for which you have provided a copy of the repair bill, etc. Examples of unexcused absences include oversleeping, an appointment with your advisor/financial aid office, etc. (should not be scheduled during class time), having to work at your job, working on an assignment for another class, missing because your ride home is leaving early, etc.
- If your absence is excused, late/ make-up work must be completed promptly. If you were absent on the day an assignment was due, to avoid penalty you must turn it in the day you return. You will have as much time for make-up work as you were absent (e.g. if you miss 1 class, make-up work is due 1 class after you return).
- I will allow each of you 1 personal day this semester to use at your discretion without penalty, with the following exceptions: **this personal day may not be used on any day in which an essay is due, on the day of your mandatory conference, on days of announced quizzes, or on the day of the final exam.**
- Attendance is recorded daily; unexcused absences will substantially hurt your grade, especially as follows:
 1. In-class work (quizzes, writing exercises, etc.) can be made up only if your absence is excused
 2. Late work is graded down one letter grade for each day it's late, unless due to an excused absence
 3. Part of your final grade is based upon daily activities: contributions to class discussions, in-class writing, peer evaluation, conferences & other activities that can be completed only if you're here.
- **No assignments will be accepted more than 3 days after the due date; a zero will be recorded.**

RESOURCES FOR STUDENTS:

- **The Student Success Center**—Students who are having difficulty achieving their academic goals are encouraged to contact the Student Success Center (<http://www.eiu.edu/~success>) for assistance with time management, test taking, note taking, avoiding procrastination, setting goals, and other skills to support academic achievement. The Student Success Center provides individualized consultations. To make an appointment, call 217-581-6696, or go to 9th Street Hall, Room 1302.
- **The Writing Center**—Located at 3110 Coleman Hall, this free service provides one-to-one conferences with consultants who can help you with brainstorming, organizing, developing support, documenting your papers, and working with sentence-level concerns. It is open to help any student from any major at any stage of his or her writing process, and its system of one-to-one conferences demonstrates value and respect for individual writers, all of whom can benefit from feedback about their works in progress.

CLASSROOM ETIQUETTE: Demonstrating courtesy to others is important in this class. Please listen while another person is speaking, refrain from private conversations, do your homework at home, put your cell phone on vibrate or all sounds off and refrain from all texting/emailing and cell phone use in class, stay awake and alert (no iPods, earbuds, etc.), and respectfully handle points of view that differ from your own. You are expected to arrive to class prepared/ on time. Those who are frequently late or several minutes late will face penalties, including non-admittance to class and/or receiving an unexcused absence for lateness. Problems in these areas will adversely affect your daily grade and may result in your dismissal from that day's class.

GRADING: English department standards will be used to determine grades on all written work, stringent guidelines evaluating not only the quality and development of your ideas and literary analysis, but also your style, organization, grammatical proficiency, etc. While you will be graded on a variety of activities, the quality of your writing will largely determine your grade in this class. To calculate grades I will use a 90-80-70% scale. I anticipate assigning a total of 1,000 points: 900-1,000 = A, 800-899 = B, 700-799 = C, but I reserve the right to make changes (e.g. adding or deleting essays, quizzes or other assignments) that may affect the semester point total, though I will still grade on a 90-80-70% scale. For various reasons, I do not round off grades; for example, 799 points or 79.9% still = a C. English 1002-G is graded on an A, B, C, and NC (no credit) basis, **so you must earn 70% (tentatively 700 points) to pass this class.**

TENTATIVE REQUIREMENTS AND THEIR POINT TOTALS:

- **Formal Essays, 700 points --** You are required to submit all work on each essay from beginning to end -- brainstorming, rough drafts (save/print a copy of each draft before revisions), and final draft. You are required to revise each essay before submitting the final draft – use feedback received in conferences, peer evaluation sessions, and on previous assignments to guide you. You are also required to use multiple outside sources/MLA documentation style for your choice of one of the following essays.
Essay 1, poetry, minimum length of 1,000 words, mandatory conferences, worth 200 points
Essay 2, fiction, minimum length of 1,250 words, worth 250 points, outside sources required
Essay 3, drama, minimum length of 1,250 words, worth 250 points
- **Reading Quizzes, 100 points –** Some are announced in advance, some are not.
- **Final Exam, 100 points, comprehensive, all essay in nature**
- **Daily grade: participation, attendance, preparedness for class, etc., 100 points:** Given the interactive nature of this class, your attendance and participation are essential. Discussion is crucial in this class; if you are not here obviously you cannot contribute your thoughts. Participation also means more than just showing up and sitting silently or taking notes on other people's ideas -- you are expected to read and think about the assignments before class **AND to contribute actively** to class discussions. Other factors in the daily grade include being punctual, prepared for, and attentive during class and conferences; following the policies listed under “classroom etiquette”; having a positive attitude; and treating your classmates and teacher with respect. Remember that along with attendance, your level of preparation for class and contributions to discussion are also crucial factors! I will use the following formula in calculating your daily grade:
 1. All students will begin with 50 automatic points and will add to or subtract from these base points.
 2. Students will receive -20 to 20 points for class behaviors, such as being prepared for/ paying attention in class/conferences, treating others respectfully, following classroom etiquette, etc. By showing up to class/conferences prepared **and on time** and by avoiding negative behaviors, students should earn the full 20 points, but repeated or serious behavioral issues will result in a score of 0 to -20 in this category.
 3. Students will earn 0 to 30 points for contributions to class discussion/ class activities (up to 1 point per class session). Based on the frequency and quality of their contributions, students will earn 0, ½ point, or 1 point per day. If you sit silently and do not contribute, you will not receive a point that day.
 4. Students will have 20 points subtracted from their daily grade for each **unexcused** absence beyond their 1 personal day (e.g., 2 absences = -20 points, 3 absences = -40 points, and so on). Please note: there is no deduction for an excused absence for which you have provided documentation.
 5. Repeated tardiness will count as absence: 3 tardies of 5 minutes or less = 1 unexcused absence; 2 tardies of 6 to 10 minutes = 1 unexcused absence; any tardiness of more than 10 minutes counts as an unexcused absence. See #4 for point reductions for unexcused absences.

CONFERENCES, FEEDBACK ON ROUGH DRAFTS, ETC.: We will have mandatory conferences on Essay 1 to discuss your rough draft, and I encourage you to talk to me any time you have questions. I will use conferences to answer questions and to address global issues in your work rather than to proofread, clean up your grammatical errors, typos, etc., so be prepared to be your own editor. Finally, please do not wait until the last minute to ask for my advice. I cannot guarantee that I will be able to respond if you're contacting me just a few days before your essay is due; I will answer as many questions as possible on a first-come, first-served basis but may not be able to respond to all questions, emails, or conference requests due to time constraints. Consider the Writing Center in Coleman Hall room 3110 as another option. **NOTE: I TYPICALLY DO NOT RESPOND TO EMAILS/ QUESTIONS ON THE WEEKEND (which begins with the end of class on Friday), NOR LAST-MINUTE QUESTIONS ON THE DAY/NIGHT BEFORE AN ASSIGNMENT IS DUE (TO ENCOURAGE YOU TO PLAN AHEAD), SO DO NOT PROCRASTINATE!!**

CONTACTING ME: I encourage you to approach me any time you have questions – via email (tfveach@eiu.edu rather than through D2L email) or face-to-face during class or during my office hours. If emailing, please include your name. I will respond to your message as soon as possible after I receive it. I do not have a phone in my office, so emailing me is the easiest way to reach me if you are not able to see me during class or office hours.

ACADEMIC INTEGRITY: Students are expected to maintain principles of academic integrity and conduct as defined in EIU's Code of Conduct (<http://www.eiu.edu/judicial/studentconductcode.php>). Violations will be reported to the Office of Student Standards.

ENGLISH DEPARTMENT'S POLICY ON PLAGIARISM:

Any teacher who discovers an act of plagiarism -- 'the appropriation or imitation of the language, ideas, and/or thoughts of another author, and representation of them as one's original work' (*Random House Dictionary of the English Language*) -- has the right and the responsibility to impose upon the guilty student an appropriate penalty, up to and including immediate assignments of a grade of F for the assigned essay and a grade of F for the course, and to report the incident to Student Standards.

Respect for the work of others should encompass all formats, including print, electronic, and oral sources.

MORE ON PLAGIARISM, ACADEMIC INTEGRITY, AND ON SEEKING APPROPRIATE HELP WITH YOUR WRITING: Plagiarism means taking the words or ideas of another person and passing them off as your own. To avoid it, take special care when using outside sources (including Internet sites): if you incorporate such material into your work, you must follow MLA documentation guidelines to cite in parentheses each author and page # after any sentences that include this material (and include a Works Cited page with complete bibliographic information). If you use both ideas and wording from a source, it's not enough just to cite author and page number; you must also use quotation marks around sentences, phrases, or even key terms taken verbatim from this source. Failure to cite AND also use quotation marks around "borrowed" language is plagiarism. If you have any questions about incorporating or citing material from sources, please see me -- *before* the assignment is due.

Even if you're not using outside sources, you must still make sure that all of the work is your own and has been prepared specifically for this class. If you have problems with your writing, you need to develop the skills necessary to overcome those problems, and I'm here to help you do that, but it won't happen magically or effortlessly or overnight. However, even though it takes hard work and is often a slow process, it's a far better choice than cheating. In addition, please do not attempt to submit work that you've written for another class. If you have another assignment that you would like to modify for this class, you must get specific permission from me and must be willing to make significant changes to the work -- no recycled papers from high school or other college courses!!!

Acceptable help with your writing: consulting with me; working with members of your peer evaluation group, who are instructed to respond to your work following specific guidelines and restrictions explained in class; seeking tutoring from the ENG department graduate assistants in the Writing Center (Coleman Hall 3110), who will help you with your writing, but without doing the work for you (consulting, not proofreading). While it is certainly helpful to seek the feedback of others when you write, please don't ask your family, friends, the English major on your floor, or anyone else, to "fix" your paper for you. Feedback is useful, but having someone else do the work for you impedes your development as a writer and violates EIU's academic integrity standards.

Unacceptable help with your writing: You must turn in your own work. It is unacceptable to take any of the following, obvious shortcuts: having someone edit or polish your assignment for you; having anyone else write or rewrite all or a portion of your essay, having someone else identify and correct your grammatical mistakes for you; taking anyone else's ideas and/or words and/or efforts and passing them off as your own; submitting an essay in which any portion has come from anyone else's essay (including fraternity and sorority files) or from an Internet site, term paper company, *Cliff's Notes*, *Sparks Notes*, *Masterplots*, 123helpme.com, or any other "cheater" source, or submitting without permission an essay you wrote for another class. Remember: I enforce my department's plagiarism policy to the fullest and impose similar penalties for all incidents involving academic integrity violations.

I wish each of you the best of luck this semester -- and am happy to point out that only the few of you who refuse to do the necessary work for this class will be affected by most of these policies. For the rest of you -- together we will work hard, but I hope we'll also have fun along the way. I hope not only to challenge you this semester, but also to encourage you, to inspire you, and to delight in your success. Welcome to my class, and I hope you'll soon feel that it is OUR class. I'm looking forward to a great summer with you!

0SUMMER 2016, TENTATIVE SYLLABUS
ENG 1002-G, SECTION 001, 1100 – 12:15 MTWRF, CH 3170

Instructor: Tammy Veach
Email: tveach@eiu.edu

Office: 3055 Coleman Hall
Office Hours: 10:00 – 11:00a.m. MTWR & by appt.

NOTE: Read/reread/begin analyzing all literature assignments **BEFORE** coming to class on the day the assignment is listed. P = poetry book; F = fiction book; D = drama book; H = handout; WEAL = Writing Essays About Literature; PHGW = Prentice Hall Guide to Writing

Week 1

- M (6/13) Intro to course and policies; Poetry terms and tips (H); writing sample
- T (6/14) Speaker: "Those Winter Sundays" (P 21) and "Junior Year Abroad" (P 550)
- W (6/15) Imagery: "Traveling Through The Dark" (P 172) and "Dulce Et Decorum Est" (P 121)
- R (6/16) Metaphor, Connotation: "The Elder Sister" (H), background on birth order (H) and "To A Daughter Leaving Home" (P 291)
- F (6/17) Poetry essay assigned (H); "Writing about Literature" (H); Review of MLA documentation style – bring WEAL and PHGW to class

Week 2

- M (6/20) Tone and Theme: "Still I Rise" and "'Race' Politics" (both H); "Legal Alien" (P 558) and "Recipe" (P 565)
- T (6/21) For further study: "Snapping Beans" (P 49), "The Gift" (H)
- W (6/22) TBA: 2 – 3 poems selected by the class
- R (6/23) **NO CLASS – CONFERENCES ON POETRY ESSAY**
- F (6/24) " "

Week 3

- M (6/27) **Poetry Essay Due at Start of Class!** Intro to Fiction; "The Story of an Hour" (F 283-84)
- T (6/28) "The Shawl" (F 1072 – 75); Writing workshop regarding Essay 1 results
- W (6/29) "The Red Convertible" (F 400-407)
- R (6/30) "A Good Man is Hard to Find" (F 1042-53)
- F (7/1) **NO CLASS** – library work on Essay 2.

Week 4

- M (7/4) **NO CLASS:** Independence Day
- T (7/5) Introduction to drama; drama essay assignment given
- W (7/6) *Death of A Salesman* (D 1069 - 1106) **Quiz at the start of class.**
- R (7/7) **Fiction Essay Due at Start of Class!** Begin DVD
- F (7/8) Finish DVD

Week 5

- M (7/11) Discuss *Death of A Salesman*
- T (7/12) Final discussion of *Death of A Salesman*
- W (7/13) Intro to *A Raisin in the Sun* (D 1179 – 1216); **Quiz at the start of class.**
- R (7/14) Begin DVD of *A Raisin in the Sun*
- F (7/15) Finish DVD of *A Raisin in the Sun*

Week 6

- M (7/18) Peer review of Drama Essay – bring 2 printed-out copies of your draft to class
- T (7/19) **Drama Essay DUE at start of class!!!!** Review for final exam
- W (7/20) Class is optional – attend if you have questions about or need help reviewing for the final exam
- R (7/21) **Final Exam**
- F (7/22) Essays and exams returned