

Spring 1-15-2002

ENG 1002-020: Composition and Literature

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Policy Statement and Course Description
English 1002G, Composition and Literature, Section 020
11:00 a.m.—12:15 p.m., TR

English Technology-Integrated Classrooms (ETIC)
Coleman Hall, Rooms 3120 and 3130

Instructor: Debra Valentino
Office: CH 3836 (formerly 315E)
Campus Phone: 581-6987
E-mail: cfdav@eiu.edu

Office Hours: Tuesday and Thursday
9:30—10:45
and by appointment

Texts:

Fictions, Trimmer & Jennings, 4th ed.
An Introduction to Poetry, Kennedy, 9th ed.
Writing Essays about Literature, Griffith, 5th ed.
Fulwiler & Hayakawa, The Blair Handbook, 3rd ed.
Webster's New World Dictionary, 3rd ed.
Harnack & Kleppinger, Online!: A Reference Guide to Using Internet Sources, 3rd ed.

Supplies:

- One box 3 ½" high-density diskettes with labels
- One double-pocketed plastic or hardcover three-ring binder
- Standard 8 ½"x 11" loose-leaf paper for in-class writing
- Small supply of clear plastic sheet protectors
- One spiral bound notebook with pockets

Electronic Writing Portfolios (EWP): As outlined in the undergraduate catalog (2001-02, p. 47) the university requires that all students submit writing samples from writing intensive courses such as this one (see the assessment website at www.eiu.edu/~assess). For complete information, you may attend one of the EWP presentations on _____ at _____ in the Effingham Room of the MLK Union or _____, _____ at _____ in the Effingham Room of the MLK Union. Please note that the deadline for submission for this course, should you select a paper from this semester, is **Thursday, April 11, 2002**. For instructions on how to submit an essay, see the attached document, "To Submit to the Electronic Writing Portfolio."

E-mail Accounts: Students must secure a university e-mail account within the first week of classes at the Student Services building in Room B12, which is downstairs in the red brick building just north of the Union.

Course Description: English 1002 is a writing course designed to improve skills in critical thinking and analytical expression based on the reading of literary texts, as well as a survey in the reading of literary genres including short fiction, drama, poetry, and film. Prerequisite: successful completion of English 1001G.

Course Objectives: To improve students' abilities to

- read and understand literary texts
- discuss and analyze literary texts
- write fluently about literary texts
- demonstrate a close familiarity with a text
- write in standard edited English

Reading Assignments: All outside readings must be completed by the start of the class period for which they were assigned. Since this is a course that depends heavily on student participation, students will be expected to contribute relevant and insightful questions and comments to class discussions. Students should come prepared to answer questions pertaining to all assigned readings in both written and oral responses. Reading quizzes can be expected daily.

Homework: Students can expect a reading or a writing assignment to be given every class period, and due the following class period. Roughly speaking, this will work out to be a minimum of five hours of work outside of class per week, in accordance with Department standards.

Notebooks: In order to provide plenty of writing practice, several journal entries will be assigned, along with other freewriting and composition exercises. Students will be held on their honor for the completion of these writings, but notebooks will be checked periodically during lab to see that students are current.

Attendance: Active participation in class and regular attendance is expected. Wisely reserve time off for the inevitable illnesses that accompany life in public institutions. Keep in mind that when an absence does occur, the student is responsible for the material covered during the absence. Use the class phone list to consult classmates regarding missed material and assignments. If you have specific questions, e-mail, visit, or telephone the instructor: but please check first with several classmates for general instructions or announcements. Also, if you are ill, telephone the instructor before class to say that you will be absent, and to report Health Service visits. Two or more absences may adversely affect one's grade. Be sure to see me in conference if you have any concerns about your attendance.

Note: E-mail is not always a reliable source of communication. The server may be down, or I may not be near a terminal to retrieve your message. When it comes to attendance, use e-mail only as a supplemental means of communication. Also, do not assume that all reported absences are excused.

Make-up Work: No make-ups will be given for missed in-class exercises or quizzes, unless otherwise specified by the instructor. Remember, it is the absent student's responsibility to get all class information, including schedule/assignment modifications, from another class member. Missed essays due to an excused absence may be made up within two weeks of the student's return to class, but only with permission and at the instructor's discretion.

Late Work: Essays are expected to be completed in a timely fashion and turned in on the due date. Late papers will be marked down one letter grade.

Grades: We will write and revise at least three papers for course credit and have a mid-term and a final. All essay grades will be evaluated using the "Guidelines for Evaluating Writing Assignments in EIU's English Department" (attached) and averaged using the following scale:

90—100	A
80—89	B
70—79	C
60—69	D
below 59	F

Note: No "Ds" or "Fs" will be given for the final course grade. Students averaging points below 70% will receive a grade of N/C as defined by the core curriculum standards of the Department. In order to receive credit for the course, the student must submit all final drafts in a timely manner and earn a "C" or better.

Conferences: One conference per semester is mandatory. Feel free to see me throughout the semester as questions, frustrations, or concerns arise.

Plagiarism: Students must familiarize themselves with the English Department's statement on plagiarism. If the student has clearly plagiarized and not given appropriate credit to his/her source(s), the instructor reserves the right to award the essay in question a grade of N/C. According to the standards set by the Eastern Illinois University Department of English, the policy for plagiarism is as follows:

“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” (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 assignment of a grade of F for the course, and to report the incident to the Judicial Affairs Office.”

~ DO NOT JEOPARDIZE YOUR GRADE WITH AN ACT OF ACADEMIC DISHONEST! ~
IF YOU ARE HAVING DIFFICULTY INTEGRATING YOUR RESEARCH, SET UP A CONFERENCE.

Writing Center: The writing center is at the end of the northeast corridor on the third floor of Coleman Hall in Room 3110. Students of Comp 1002G are encouraged to take their writing concerns to this center at any time throughout the semester. This is not a proofreading or editing service, but rather, a place where confusion and uncertainty can be remedied. Also, if you are having particular problems with grammar and the mechanics of writing, this is the place (other than your handbook) to turn to for help.

Hours for Spring 2002 are:

	Monday—Thursday	9 a.m. – 3 p.m., and 6 – 9 p.m.
	Friday	9 a.m. – 1 p.m.

In addition , you may receive free tutorial help by calling **581-5929**.

The writing center web address is:

<http://www.eiu.edu/~writing/>

Students with Disabilities: Any student who has a documented disability and wishes to receive academic accommodations should contact the Coordinator of the Office of Disability Services (**581-6583**) as soon as possible.

The final exam for this course is scheduled for