Eng 1002G-004: Composition and Literature

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ENGLISH 1002-G COURSE GUIDELINES AND POLICIES

English 1002-G, Fall 2008
Instructor: Tammy Veach
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Office Hours: 10 – 11 MWF, 6 – 6:30 TR, and by appt.

Texts:
- Kennedy, An Introduction to Poetry
- Pickering, Fiction 100
- Jacobus, The Bedford Introduction to Drama
- Griffith, Writing Essays About Literature
- Fulwiler and Hayakawa, The Blair Handbook
- Webster's Universal Collegiate Dictionary

COURSE DESCRIPTION & OBJECTIVES: This course is designed to make you better readers, writers, and critical thinkers, but 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, we will write quite a bit about this literature (at least 5,000 words). Expect to spend 1 - 2 hours reading, analyzing, and writing about each day’s assignment before class.

SPECIAL INFORMATION ABOUT ENG 1002-G AND ABOUT THE EWP: In order 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 credit or through the CLEP proficiency examination. As a graduation requirement, all students must submit a revised essay from a 1000-level writing-intensive or writing-centered course to be included in their Electronic Writing Portfolios; since ENG 1002-G is a writing-centered course, you may submit an essay from our class to fulfill your 1000-level EWP requirement. See syllabus for deadline.

ATTENDANCE, MAKE-UP WORK, AND LATE WORK:
- 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 can’t be replicated, even if you have an excused absence.
- Excused absences are granted only for serious and verifiable reasons (such as illness documented with a doctor’s note), NOT for matters of personal convenience (e.g. travel arrangements, appointments with your advisor, over-sleeping), nor for unverified illnesses or emergencies. You must initiate the verification process.
- Attendance is recorded daily; unexcused absences will substantially hurt your grade, especially as follows:
  - In-class work (quizzes, writing exercises, etc.) can be made up only if your absence is excused
  - Late work is graded down one letter grade for each day it’s late, unless due to an excused absence.
  - Part of your final grade is based upon daily activities: a presentation, peer evaluation, contributions to discussion, and other activities that can be completed only if you’re here.
- Absences on assignment due dates, test dates, or conference dates will require strong verification before make-up privileges will be granted or before late penalties will be waived.
- If your absence is excused, late work or make-up work must be completed in a timely fashion. If you were absent when an assignment was due, you must turn it in when you return to class unless other arrangements have been made with me. In general, you will have as much time for make-up work as you were absent – for example, if you missed one class, make-up work must be completed within one class session of your return.
- If participating in an Official EIU function work you’ll miss must be completed in advance. Remind me (not just a list of dates at the start of the semester), allowing yourself time to complete assignments before you leave.
- In the event of a catastrophic situation that causes you to miss class for an extended period (such as a serious illness or a family emergency that causes you to return home) contact the office of the Vice President for Student Affairs at 581-3221, who will notify me and assist in the verification process.
- No assignments will be accepted more than one week after the due date; a zero will be recorded.

CLASSROOM ETIQUETTE: Demonstrating courtesy to others is important in this class; please listen while another person is talking, save private conversations for before or after class, do your homework at home, turn off your cell phone, stay awake and alert in class (no iPods, headphones or earbuds, etc., please), respectfully handle points of view that differ from your own, and so forth. Problems in this area will adversely affect your daily participation grade. If you repeatedly violate these principles or cause a distraction to me or your classmates, you will be asked to leave.
INFORMATION FOR STUDENTS WITH DISABILITIES: Contact the Coordinator of the Office of Disability Services (581-6583) as early in the term as possible if you have a documented disability and wish to receive academic accommodations. Please let me know as well, as early in the semester as possible.

GRADING: English department standards will be used to determine grades on all written work, rather stringent guidelines that evaluate not only the quality and development of your ideas and the effectiveness of your 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. In calculating your semester grade, I will use a 90-80-70 scale. I anticipate assigning a total of 1,000 points, thus 900-1,000 for an A, 800 – 899 for a B, and 700 – 799 for a C, but I reserve the right to make changes (such as 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 a variety of reasons (including the fact that you will have the opportunity to earn extra credit through a service learning project and accompanying essay), I do not round off grades; for example, 799 points or 79.9% still equals 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:

- **Essays, 600 points** – You are required to submit all work on your essays, from beginning to end – notes, brainstorming, rough drafts (save/print a copy of each rough draft, before new revisions), and final draft:
  - Essay 1, poetry, minimum length of 750 words, mandatory conferences, worth 150 points
  - Essay 2, fiction, minimum length of 1,000 words, worth 200 points
  - Essay 3, drama, minimum length of 1,250 words, worth 250 points.
  All essays, rough drafts, etc. must be printed before you come to class – you will not be allowed to use class time or resources to print your work.

- **Exams, 300 points total** – Both are primarily essay in nature; be prepared to write!
  - Exam 1, poetry, 100 points; Exam 2, fiction and drama, 200 points (given on final exam date)

- **Daily Grade** – participation, discussion, in-class writing, small group presentation, and quizzes – 100 points: Due to the interactive nature of this class, your attendance and participation are essential. Discussion is the heart and soul of this class, and if you’re not here, obviously you cannot participate or contribute your thoughts. Participation also means more than just showing up and sitting silently – you are expected to contribute actively to class discussions. Other factors that go along with a solid daily grade will include successfully completing all in-class writing and activities; being punctual, prepared for, and attentive during class and conferences; having a positive attitude; and treating your classmates and teacher with respect. You can control the frequency (or infrequency) of unannounced quizzes over the day’s reading by contributing to class discussion; expect a quiz if the day’s discussion is weak.

RETURN OF ESSAYS/ TEACHER COMMENTS: You will receive detailed comments from me on all major writing assignments, not only to explain the grade you received but to help you improve as a writer. Be sure to read the comments and to discuss them with me if you have any questions. Because of the length of time I devote to reading and commenting upon your essays, expect them to be returned no sooner than 1 week after I receive them.
CONFERENCES, FEEDBACK ON ROUGH DRAFTS, ETC.: We’ll have mandatory conferences on Essay 1 so that I may offer suggestions about your rough draft (class will be cancelled to accommodate face-to-face meetings with each of you), and I encourage you to come by my office any time you have questions. If my office hours don’t fit your schedule, we can arrange a conference at a mutually-convenient time or you may email me your rough draft and the questions you have. I expect you to be an active participant in this process. I WILL NOT read/ comment on essays unless you ask SPECIFIC questions (not “What do you think?” or “Any suggestions?”). Do not expect me to serve as your personal editor; I will use conferences – face-to-face or electronic – to answer your questions and to point out global issues in your work rather than cleaning up your grammatical errors, misspellings, typos, etc. Please do not wait till the last minute to ask for my advice; I cannot guarantee a response 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 everyone due to time constraints. Consider the Writing Center as another option.

E-MAIL/ VOICE MAIL/LONG-DISTANCE NUMBERS: While I don’t give out my unlisted home phone number, I do encourage you to contact me. If emailing, please include your name in the subject heading or sign your message so I’ll know who you are! I will respond to your message as soon as I receive it, so if I haven’t replied within 24 hours, resend because I probably didn’t receive it (exception: weekends – I’m not always available). You may also call me at my office number. If I’m not in, leave a voice-mail message INCLUDING YOUR PHONE NUMBER, and I’ll get back to you as soon as possible – though I caution you that I do pick up voice mail less frequently than email and rarely check it when I’m off campus (after 2 p.m. on MWF; all day on TR, holidays, and weekends). If my officemate answers and I’m out, ask for my voice-mail; otherwise, I won’t know you called until I see her note on my desk. Please note: I can only return your call if you leave a local number (581, 345, or 348 prefix) – my department gets charged for calls placed to cell phones and long-distance numbers, so please leave a local number for call-backs or email me instead.

IF CLASS IS CANCELLED: There will be a note on the classroom door with information – be sure to read it carefully and to check for TODAY’S date, my name, and OUR class (notes aren’t always taken down promptly, and it is also possible for one of my classes to be cancelled, but an earlier/later class or one meeting the next day to be in session). Read the entire note to see if it includes special information, such as changes to assignments or due dates. As soon as possible but well before our next class, check your EIU email account for a message from me with complete details and instructions.

COMPUTER ETIQUETTE AND SPECIAL INFORMATION FOR ETIC SECTIONS (those meeting in rooms 3120, 3130, 3140, or 3210): To maximize English classes’ access to the computer lab, we will alternate weeks between the lab and a regular classroom (paired as either 3210/3140 or 3120/3130) – consult your syllabus for each week’s room assignment. The technology will enhance our class – making it easier for us to write and revise our work, to share our writing with others, to locate information using the Internet, etc., but our emphasis will be placed upon developing your writing skills and analyzing the assigned literature, assisted by technology when appropriate, rather than focusing on computer skills. Note that the computers and printers in the ETIC are to be used only for your work in this class and only when I’ve instructed you to do so. You will be asked to leave if you use the computer or printer at unauthorized times, for purposes other than our work in this class (e-mail, Internet surfing, doing assignments for other classes, etc.), or for offensive purposes (visiting racist, sexist, or pornographic sites, etc.). Because of the English department’s limited budget, you may not use the printers except to print in-class writing; please use your own printer for formal essay assignments, Internet research, etc.

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 the Judicial Affairs Office. Respect for the work of others should encompass all formats, including print, electronic, and oral sources.
MORE ON PLAGIARISM, ACADEMIC DISHONESTY, AND 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, 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 #: you must also use quotation marks around all words, phrases, or sentences taken from this source; failure to both cite and use quotation marks around "borrowed" language is plagiarism! If you have any questions about incorporating/citing source material, please see me BEFORE the assignment is due.

Even if you're not using outside sources, you must still be sure that all of the work is your own and that it has been developed 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. Please do not attempt to submit work that you've written for another class; if you have a previous 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 your peer evaluation group, who will respond to your work following a set of guidelines and restrictions explained in class; seeking tutoring from the English dept. graduate assistants in the Writing Center (Coleman Hall 3110), who will help you with your writing, but without doing the work for you (tutoring, not proofreading).

Unacceptable help with your writing: the obvious shortcuts - having someone mark your mistakes or edit or polish your work for you; having anyone else write, rewrite, or correct any portion of your essay; taking anyone else's ideas and/or words and/or efforts and passing them off as your own; submitting an essay in which all or any portion thereof has come from a fraternity or sorority file or anyone else's essay, from an Internet site, term paper company, Cliff's Notes, Masterplots, 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 academic dishonesty.

Please note that the F gained through plagiarism or academic dishonesty has a disastrous impact on your grade point average, but an NC gained honestly has no harmful effects upon your GPA. And by working hard, you might find yourself raising your skill level and grade to the C level – or even higher! – the honest way!

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's our class. I'm looking forward to a great semester!
FALL 2008 TENTATIVE SYLLABUS
ENG 1002-G, Sect. 004, 11-11:50 MWF, CH 3609

Instructor: Tammy Veach
Office: 3055 Coleman Hall
Office phone 581-6295
Office Hours: 10 – 11 MWF, 6 – 6:30 TR and by appt.
Email: tfveach@eiu.edu

Read/reread/begin analyzing all literature assignments BEFORE coming to class on the days indicated.
P = poetry book; F = fiction book; D = drama book; H = handout

Week 1
M (8/25) Intro to course and policies
W (8/27) Poetry terms and tips; "Those Winter Sundays" (P 461)
F (8/29) Writing sample in class; Speaker: "Snapping Beans" (H)

Week 2
M (9/1) Labor Day Observed; NO CLASS!
W (9/3) Speaker: "Home Burial" (H)
F (9/5) Speaker: "A Blessing" (P 530) and "Weather Stripping" (H)

Week 3
M (9/8) Imagery: "Traveling Through the Dark" (P 335) and "Aunt Jennifer's Tigers" (P 8-9).
W (9/10) Imagery: "Dulce Et Decorum Est" (P 42-43)
F (9/12) Diction: "A Work of Artifice" and "Barbie Doll" (both H); Essay # 1 Assigned

Week 4
M (9/15) Diction: "Ex-Basketball Player" (521-22), "Execution" and "Fast Break" (both H)
W (9/17) Tone: "Still I Rise" (H); Study guide for poetry exam distributed
F (9/19) Tone: "The Elder Sister" (H) and "We Real Cool" (P 177-78)

Week 5
M (9/22) NO CLASS: Library research assignment on Anne Sexton; due Wed.
W (9/24) An Author's Work – Anne Sexton: "Her Kind" (P 31), "Cinderella" (P 267-69), and "All My Pretty Ones," "The Lost Ingredient," "The Truth The Dead Know," "The Starry Night," "Self in 1958," "For My Lover, Returning to His Wife," and "To A Friend Whose Work Has Come to Triumph" (all H)
F (9/26) Finish Sexton; Maxine Kumin's "How It Is" (H)

Week 6
M (9/29) Exam # 1 on Poetry -- bring your own paper, pen/pencil
W (10/1) No Class – Conferences over Essay #1 in my office, CH 3055. Show up on the day/time you signed
F (10/3) * * up for!! (Contact me IMMEDIATELY if you haven’t signed up for a conference!!!!)

Week 7
M (10/6) No Class – final day of conferences
W (10/8) Essay # 1 due. Introduction to Fiction. Read "The House on Mango Street" (F 276 – 277)
F (10/10) Fall Break – NO CLASS

Week 8
M (10/13) "Hills Like White Elephants" (F 670 - 673)
W (10/15) "The Things They Carried" (F 1096 - 1108) Essay # 2 assigned
F (10/17) "The Shawl" (H)
Week 9
M (10/20) "The Red Convertible: (F 1124 – 1135)
W (10/22) "Shoeless Joe Jackson Comes to Iowa" (F 840 – 849)
F (10/24) "A Jury of Her Peers" (F 586 – 600)

Week 10
M (10/27) Peer evaluation of Essay # 2 – bring 2 copies of your rough draft to class
W (10/29) Introduction to Drama (D 1 – 20); Trifles (D 912 – 918)
F (10/31) Finish Trifles. Last day to turn in extra credit service learning essay.

Week 11
M (11/3) Essay # 2 Due! Death of A Salesman, Act 1 (D 1130 – 1147)
W (11/5) Death of A Salesman, Act 2 and Requiem (D 1147 - 1167)
F (11/7) Finish Death of A Salesman

Week 12
M (11/10) DVD of Death of A Salesman
W (11/12) DVD of Death of A Salesman
F (11/14) Finish DVD of Death of A Salesman; Essay 3 Assigned

Week 13
M (11/17) A Raisin in the Sun, Act 1 (D 1234 – 1249) and DVD excerpts
W (11/19) A Raisin in the Sun, Act 2 (D 1249 – 1264) and DVD excerpts
F (11/21) A Raisin in the Sun, Act 3 (D 1264 – 70) and DVD excerpts

Week 14 – Thanksgiving Recess M (11/24) thru F (11/28): NO CLASSES!

Week 15
M (12/1) Finish A Raisin in the Sun; additional DVD excerpts
W (12/3) How I Learned to Drive (D 1672 – 1695)
F (12/5) Finish How I Learned to Drive

Week 16
M (12/8) Peer evaluation of Essay # 3 – bring 2 copies of your rough draft to class
W (12/10) Final exam preparation (discuss format, review materials, etc.)
F (12/12) Last regular class day. Essay # 3 Due!!

Week 17
Thursday, Dec. 18, 10:15 a.m. – 12:15 p.m.: Final Exam on Fiction and Drama. Bring your own paper and something to write with.

1. Requests to reschedule your final must be made in person (not by phone or email) no later than Fri., Dec. 12 during my regular office hour (10 – 11 a.m.) or at the end of our class.
2. Requests to take the exam early because of travel arrangements WILL NOT BE GRANTED!!
3. If you're requesting a change because you have 3 finals on the same day, you must present me with a copy of your official EIU class schedule AND course syllabi for verification.
4. Final exams will ONLY be rescheduled for catastrophic reasons and with IMPECCABLE verification, and you must contact me no later than 12:15 Thurs. 12/18 (the ending time of our final examination) to be considered for rescheduling.
5. Make-up exams for those who have made the arrangements and provided proper verification will be given on Friday, Dec. 19 from 8 – 10 a.m. NO OTHER MAKE-UP TIMES WILL BE OFFERED.