

Missouri Western State College, Division of Liberal Arts and Sciences  
 Department of English, Foreign Languages, and Journalism  
 Spring 2005  
 English 108, Sections 01 & 04  
**Writing and Research**

Instructor: Meredith Katchen

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I will be in my office each Monday, Wednesday, and Friday from 10:00 – 11:45 am, but these are not the only times I will be available. Stop by or make an appointment.

### **Course Overview**

This class will give you practice tracking, analyzing, using, and acknowledging ideas and information. You will need to read various texts accurately and thoughtfully. You will need to be able to recognize, develop, and pursue fruitful lines of research related to those texts. You will practice structures and styles appropriate for purposeful and meticulous integration of research into your own written work. For more information about the precise objectives of the class, please refer to [www.missouriwestern.edu/eflj/g/eng108.html](http://www.missouriwestern.edu/eflj/g/eng108.html).

### **Required Reading**

*Best American Crime Writing, 2004 Edition*, edited by Penzler and Cook.

Although you will need to purchase only one book for this course, you will need to read handouts and other materials that are available online or on reserve at the MWSC library.

### **Additional Materials**

You will need:

1. A spiral notebook, with about 70 sheets, to be used exclusively for this class.
2. Simple folders in which to collect and submit written work.

You should have:

1. Any writer's manual or handbook containing MLA style
2. Any good dictionary

### **Basic Components- *Journal, Mini-essays, Essays***

\* Journals – In-class writing will be done in a journal (a spiral notebook), which I will collect and evaluate from time to time. Make sure to bring your journal to each class. Loose pages will not be acceptable and will earn zero points. Journal writing will include responses to prompts, exercises, quizzes, reflections, etc. Journal writing will be evaluated primarily on the basis of volume, relevance, and thoughtfulness. I anticipate 40 journal entries, 20 of which will be worth 12 points each and 20 worth 8 points each.

\* Mini-essays – For each of these short assignments (roughly 250-300 words), you will receive a printed assignment sheet. Mini-essays will be evaluated primarily on the basis of how well you meet the assignments. Evaluation criteria will be specified for each assignment. There will be 10 mini-essays worth 20 points each.

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### **Basic Components - continued**

Essays – Essay assignments will be distributed in class, and they will specify criteria by which essays will be evaluated. An essay that does not meet the assigned criteria will receive zero points until such time as the essay is acceptable. The first essay will be worth 75 points, the second 125 points, and the third 175 points.

Final Exam – The final exam will be an in-class essay worth 25 points. I may, however, decide to increase the final to 50 points and reduce the last essay to 150 points.

## Grading

Each student may earn up to a total of 1000 points. Each student will begin the semester with zero points. 400 points can be earned for journals, 200 points for mini-essays, 375 points for essays, and 25 points for a final exam (I may, however, reduce the last essay to 150 points while increasing the final to 50 points). Points can be lost for absences and lateness. At the end of the semester, each student's earned points will be converted to a letter grade in the following manner:

A	= 900+
B	= 800 to 899
C	= 700 to 799
D	= 600 to 699
F	= less than 600

Note: Changes in schedule that reduce the workload will also reduce the total points available for the course, which will result in converting letter grades in the following relation to the total points: 90+% = A, 80-89% = B, 70-79% = C, 60-69% = D, 59-% = F.

## A Few Words about Late Work

This class will rely on in-class participation. I will measure that participation largely through your journal work, which will form the basis of much of our discussion. Therefore, absence will disqualify you from at least 50% credit for *journal* entries. In addition, because mini-essays will often be used for class discussions and journal work, late *mini-essays* will not be eligible for more than 50% credit. Late *essays* will be penalized 10% of their total value each class after the due date. In addition, late essays may not be eligible for revision. The above information is subject to modification if you talk with me prior to a due date.

## Revision Opportunities

You may revise either or both of the first two essays for a higher grade. My promise to you is that a grade will never go down after revision, even if the paper shows signs of deterioration. I reserve the right to require you to revise an essay, in which case a grade of zero will be entered until your essay is acceptable. There will not be an opportunity to revise the final essay; a final essay that fails to meet the assignment may be given a score as low as zero.

## Attendance

Excluding the final exam, we are scheduled to meet 41 times, and I will take attendance each class. An absence will preclude a student from earning points that day. In addition to lost opportunities to earn points, absences interfere with a student's ability to perform well on assigned work. Although there is not a complete correlation between attendance and performance, my experience is that students who are frequently absent do not do well in my class. Therefore, in order to help you overcome attendance problems, the following policy will be in effect: there will be no additional penalty for two absences. Thereafter, deductions from your semester point total will be:

3 <sup>rd</sup> absence	-10 points
4 <sup>th</sup> absence	-25 points
5 <sup>th</sup> absence and each additional absence	-50 points

## Lateness

One of my pet peeves has to do with lateness, particularly chronic lateness. Therefore, once roll has been taken, I may lock the door and only admit students who have a very good reason for being late and, thereby, disrupting the class. If you are repeatedly late, I will deduct points from your final point total:

2 <sup>nd</sup> time late	- 5 points
3 <sup>rd</sup> time late	- 15 points
4 <sup>th</sup> and each additional time late	- 25 points

## Plagiarism

This class is largely dedicated to the idea that scholarship is distinguished by purposeful and meticulous acknowledgment of ideas and information that contribute directly and indirectly to the work of the scholar. Deception

regarding sources of ideas or information will be dealt with harshly, up to and including failure of the assignment, failure for the course, and my written recommendation that the plagiarist be expelled from this institution. I reserve the right to demand that a student present hard copies of his or her sources, and I reserve the right to demand that a student demonstrate his or her command of the material in his or her paper.

### **Disabilities and Special Needs**

Any student who has a special need or disability that may affect his or her performance in the class should contact MWSC's Special Needs Coordinator for assistance. Also, let me know right away so that appropriate arrangements can be made to make sure your needs are met as quickly and completely as possible.

### **Civility and Cooperation**

Missouri Western requires all students to help us maintain good conditions for teaching and learning. All students will treat their classmates and teachers with civility and respect, both inside and outside the classroom. Students who violate this policy may, among other penalties, be counted as absent and asked to leave. You should review your MWSC student handbook for further information.

### Tentative Schedule – English 108

Wed	Jan 19	Introductions
Fri	Jan 21	Syllabus review. Getting up to speed. Critical skills. Jnl#1: preliminary
Mon	Jan 24	Jnl#2: Euthyphro
Wed	Jan 26	Jnl#3: tba
Fri	Jan 28	Mini#1 and Jnl#4: tba
Mon	Jan 31	Jnl#5: For the Love of God
Wed	February 2	Jnl#6: tba
Fri	Feb 4	Mini#2 and Jnl#7: tba
Mon	Feb 7	Jnl#8: CSC
Wed	Feb 9	Jnl#9: tba
Fri	Feb 11	Mini#3 and Jnl#10: tba
Mon	Feb 14	Jnl#11: drafting
Wed	Feb 16	Jnl#12: drafting
Fri	Feb 18	Essay #1 due. Jnl#13
Mon	Feb 21	Presidents Day Holiday
Wed	Feb 23	Jnl#14: To Kill or Not to Kill
Fri	Feb 25	Mini#4: tba and Jnl#15
Mon	Feb 28	Jnl#16: Dark Art of Interrogation
Wed	March 2	Jnl#17: tba
Fri	Mar 4	Mini #5 and Jnl#18: tba
Mon	Mar 7	Jnl#19: Not Guilty By Reason of Afghanistan
Wed	Mar 9	Jnl#20: tba
Fri	Mar 11	Mini#6 and Jnl#21: tba
Mar 14 to Fri Mar 18		SPRING BREAK
Mon	Mar 21	Jnl#22: drafting
Wed	Mar 23	Jnl#23: drafting
Fri	Mar 25	Essay #2 due. Jnl#24
Mon	Mar 28	Jnl#25: Ciudad de la Muerte
Wed	Mar 30	Jnl#26: tba
Fri	April 1	Mini#7 and Jnl#27: tba
Mon	Apr 4	Jnl#28: The Old Man and the Gun
Wed	Apr 6	Jnl#29: tba
Fri	Apr 8	Mini #8 and Jnl#30: tba
Mon	Apr 11	Jnl#31: The Professor and the Porn

Wed	Apr 13	Jnl#32: tba
Fri	Apr 15	Mini #9 and Jnl#33: tba
Mon	Apr 18	Jnl#34: Megan's Law and Me
Wed	Apr 20	Jnl#35: tba
Fri	Apr 22	Mini#10 and Jnl#36: tba
Mon	Apr 25	Jnl#37: drafting
Wed	Apr 27	Jnl#38: drafting
Fri	Apr 29	Jnl#39: drafting
Mon	May 2	Last Day of Class. Essay #3 due. Jnl#40