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Syllabus for English 104-16 – College Writing and Rhetoric Summer 2005

Missouri Western State University
Department of English, Foreign Languages, and Journalism

Office Hours

I will be in my office from 9:45am to 10:15am each day of class. I will do my best to be available at other times if you need.

Course Overview

This course introduces students to ideas and information about writing and rhetoric. For a detailed description of course objectives, refer to: <http://www.mwsc.edu/eflj/eng104.html>

Course Structure

This course will consist primarily of reading, discussion, and writing. Each unit will include a combination of rough and polished writing. You will be encouraged to make connections between units. Please keep in mind that this course, compressed into only four weeks, requires your commitment and diligence.

Required Books and Materials

1. *Inherit the Wind*, Jerome Lawrence and Robert E. Lee
2. *Savage Inequalities*, Jonathan Kozol
3. *Pilgrim at Tinker Creek*, Annie Dillard
4. One spiral notebook, 40 to 70 pages, devoted to this class
5. You will also be responsible for reading various handouts

Basic Writing Components

* Journals: Bring your journals to each class meeting. They may be used for quizzes, responses to readings, exercises, and other in-class writing. Journals will be collected several times during the semester. They will earn points for thoroughness, volume, and thoughtfulness. Journal prompts will be given in class. Missed journal work cannot be made up for more than 50% credit.

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* Essays & Other Writing: You will be given a mix of writing assignments to give you practice thinking about and using different rhetorical strategies, structures, and styles. All assignments will be given in writing, and each assignment sheet will specify the criteria by which your work will be evaluated. *Written work will earn zero points until it meets the assignment's basic criteria*

Grading

There will be a chance for each student to earn up to 1000 points. Point values for different activities will be announced at the beginning of each unit. At the end of the semester, total points will be converted to a letter grade in

the following manner:

900 to 1000=A, 800 to 899=B, 700 to 799=C, 600-699=D, below 600=F.

Note: I reserve the right to calculate grades as a percentage of actual available points in the event that total points for the class as a whole do not equal 1000. *A grade of "C" or better is required for advancement to English 108.*

Attendance/Absences

I will take attendance daily. Each class will allow you to earn points, so each absence will limit your overall point total. Poor attendance generally leads to poor grades. In addition to losing opportunities to earn points, absences will be penalized as follows:

2 nd absence	- 50 points
3 rd absence	-100 additional points (probable best: C)
4 th absence	-100 additional points (probable best: D)
5 th absence	-100 additional points (probable best: F)

Absences will be counted beginning the first day of class.

Lateness

One of my pet peeves is a lack of punctuality, particularly when it is chronic. Therefore, once roll has been called, I may require a student to explain his or her disruption of the class before I decide if I will admit him or her to the class. Lateness will be cumulative, and lateness will be penalized at the rate of 30 points per hour.

Late Work

Late work may be refused and, therefore, assigned zero points. I may give you a deadline extension at my discretion if you confer with me prior to the due date. Journal work can not be made up for more than 50% of point value.

Revision

Major writing assignments may be revised for a higher grade on the condition that you confer with me about your revision plans. Further, I reserve the prerogative of requiring revision of any work I consider unsatisfactory, and such work will receive zero points until such time as that work exhibits acceptable quality. My promise to you is that your grade will never go down as a result of revision. On the other hand, simply submitting a revision is not a guarantee of an improved grade.

Plagiarism

Any deception regarding the authorship of written work will be dealt with harshly, up to and including a failing grade for the assignment, failure for the course, and my written recommendation for expulsion from MWSU. If I suspect that you have plagiarized, the burden of proof is on you to recap your writing process and demonstrate your command of the material.

Disabilities and Special Needs

Any student who has a special need or disability that may affect his or her performance in this class should contact the MWSU 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 absent and asked to leave. You should review your MWSU student handbook for further information.

