

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

English 108: College Writing and Research

Syllabus for Sections

01 8-8:50 MWF MH 108

16 9-9:50 MWF MH 104

05 11-11:50 MWF MH 104

Instructor: Mr. Greg Gildersleeve

Office: Eder Hall (SS/C) 213

Contact: 816-271-4578, or ggildersleeve@missouriwestern.edu

[Note that there is no voice mail; if no one answers and it is imperative that you leave a message, contact the English Dept. at 816-271-4310]

Office Hours: 10-10:50 MWF and 1-1:50 p.m. MW, and other times by appointment

Course Description and Purpose

Students will write three formal research papers in addition to other graded and ungraded assignments. Students will learn to analyze, synthesize and evaluate the thinking of others in order to discover, articulate, develop and support their own point of view. Final drafts of all assignments will be word processed.

Overall Objectives

Available at www.missouriwestern.edu/eflj/lg/eng108.html

Required Text

The St. Martin's Guide to Writing, 7th ed., by Rise B. Axelrod and Charles R. Cooper

Additional Materials

You will need:

- Notebook or notepad for note-taking

- Working MWSU e-mail account (know your exact address, user ID and password)
- Current MWSU library card and borrowing privileges
- Internet use (either on campus lab/library or from home)

You should have:

- Any writer's manual or handbook containing MLA style
- Any good dictionary
- A journal for organizing your thoughts, keeping sources straight, writing freely, and utilizing pre-writing strategies.

This Syllabus

Read this syllabus carefully and refer to it often. All information presented herein is regarded as part of your knowledge for the course. All answers to your questions about the course will be based on the assumption that you understand the syllabus and seek further clarification. The instructor reserves the right to alter this syllabus and to make announced changes as need arises during the course of the semester.

Grading Criteria

The total number of points in this class is variable, depending on the number of assignments. Workload may increase or decrease depending on the progress of the class. Grades will therefore be determined by percentages: A = 100-90%, B = 80-89%, C = 70-79%, D = 60-69%, F = 59% and below. Each of the three research papers will be worth approximately 25 % of your grade, with the remaining 25 % to be made up by in class participation, other assignments and the final exam.

Class Meetings

This course is a writing and discussion-based class. As such, grading relies more on your writing assignments and participation in discussions than on quizzes and tests. Read assigned chapters before you come to class and be prepared to discuss them. Silence during a class discussion will be interpreted as lack of preparation on your part, and may result in the class ending in a pop quiz. Come to class prepared, and plan to remain engaged with the material for the entire class period. *Turn off all cell phones and pagers.* Even if you find yourself unprepared, come to class anyway - absence only compounds the problem. Good academic habits produce the best results.

Due Dates

Due dates for all required assignments will be written on the chalkboard, posted on the overhead projector, or included in handouts well in advance. Late research papers will be reduced by one letter grade per class period in which they are turned in after the due date. No other late assignments will be accepted, and quizzes cannot be made up.

Attendance

Do not miss class. An absence for any reason means you are not present to learn. You will be allowed three "free" absences during the course of the semester. After that, points will be deducted from your grade: 10 points for the fourth absence; 25 points for the fifth absence; 50 points for the sixth and each subsequent absence. Extra points will be earned for perfect attendance or missing three or fewer classes. If you miss a class, it is your responsibility to contact a classmate regarding announcements, assignments and notes. *You may contact me for missed assignments, but, as my office time is usually spent preparing classes and grading papers, I cannot promise to return your call or e-mail in time for you to complete the assignment.*

*Note: Consult with me in advance of any known, legitimate conflicts or hardships. However, I cannot guarantee much leeway, as ENG 108 is stressed for time. Serious effort to attend and to complete the work for this class will be given fair consideration. **Note: Weddings, funerals, vacations, and work schedules do not qualify as excused absences.***

Lateness

I will take roll at the beginning of class. If you arrive after I finish taking roll, you will be counted absent for the entire class period. It is not fair to the class members who arrive on time to disrupt the class, start over or have to accommodate those who come late. If lateness becomes chronic, the door will be locked and no late students will be admitted.

Plagiarism

Deception regarding sources of ideas and information will be dealt with harshly, up to and including failure of the assignment, failure of 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 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 MWSU's Special Needs Coordinator for assistance. Also, let me know immediately 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 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. Disruptive behavior of any sort will not be tolerated. Review your MWSU student handbook for further information.

"Failure is no accident; you set yourself up for it or you don't."

- Phillip C. McGraw, Ph.D., Life Strategies, p. 50