

Missouri Western State University  
Division of Liberal Arts and Sciences  
Department of English, Foreign Languages, and Journalism

**ENG 108-14**  
**College Writing and Research**  
**Fall 2008**

Jeff McMillian, Instructor  
Mondays 6:30 p.m. – 9:20 p.m.  
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**Course Description:** ENG 108 students will complete three formal research based projects in addition to other graded and ungraded work. In these assignments students will learn how to analyze, synthesize, and evaluate the thinking of other writers in order to discover, develop, and test their own points of view. Final drafts of all formal writing assignments must be word-processed. All students are expected to be prepared for class and participate in class discussions related to reading and writing assignments. In addition, students will keep complete portfolios of all their writings. Before any grade appeal will be processed, the complete portfolio of writings will have to be submitted to the Departmental Review Committee. Students must also be prepared to hand in essays on cd upon request.

See me for arranged office hours before or after classes. Please request the meeting at least one day ahead of time if the matter is urgent. Contact me by phone whenever you need assignment advice.

**Required texts & materials:**

Barnet, Sylvan and Bedau, Hugo. *Current Issues and Enduring Questions*. 8th ed. Boston: Bedford/St. Martin's, 2008.

Hult, Christine and Hucklin, Thomas. *The New Century Handbook*. 4<sup>th</sup> ed. Boston: Allyn and Bacon, 1999.

You will need durable notebooks with plenty of room for extensive prewriting and documentation. You should also have a recent collegiate dictionary of approximately 200,000 entries. You will need computer disks.

**Students with Disabilities:** If you have a disability that prevents or hinders your completion of class assignments you should notify me at once in writing so that we can identify a suitable plan of accommodation.

**Attendance:** Because this class meets only once per week, missing one class equals missing an entire week of instruction, so attendance is mandatory. In order to improve student learning as well as to achieve compliance with federal financial aid policies, Western has a mandatory attendance policy for all 100-level courses.

You will be given an excused absence when acting as an official representative of the university, provided you give prior written verification from the faculty/staff supervisor of the event.

All other absences will be deemed unexcused. The maximum number of unexcused absences allowed for this class before the midterm report, October 15, is 1. Thus, when you have 2 unexcused absences you will be reported to the Registrar's Office, who will automatically withdraw you from this class. The Financial Aid Office will reduce financial aid as appropriate.

Especially after midterm, notify me ahead of time if a situation develops that jeopardizes your attendance, as I reserve the right to consider extreme efforts to make up absences due to exceptional emergencies, but I am under no obligation to do so. Even in such circumstances, late work is unacceptable. Even in emergencies, one letter grade will be deducted for each day an assignment is late. Again, see me in advance before you miss an assignment deadline so that we can arrange a suitable solution. Most times, a student is better served by repeating the course so as to gain the full benefit of instruction.

**Grading:** Points will be awarded for all projects. At the end of the semester, I will divide your points by the number of points possible and award grades as follows;

90-99% = A  
80-89% = B  
70-79% = C

60-69% = D  
Below 60% = F

I anticipate the following number of possible points for the semester:

Up to **100 possible points** for in-class discussions, quizzes, and out-of-class journaling.

**150 possible points** for Research Project #1

**250 possible points** for Research Project #2

**350 possible points** for Research Project #3

**300 possible points** for Course Portfolio. (The course portfolio will contain the three graded copies of the research projects, a revision of one of these projects, and your prewriting/documentation notebook. The final piece of the portfolio will be an essay written in-class during the final exam session. This will count as 50 of the 300 points possible. *Failure to be present for the final exam will result in 0 points for the course portfolio.*)

**Revisions:** A requirement of the Course Portfolio is that you revise one project. Therefore, either the first or second essay should be revised and submitted as a part of the portfolio at the end of the semester. Completing this task early will not only help you avoid more work near the end of the semester, but it will also help hone your revision skills.

*Visiting the Center for Academic Support will improve your revision skills.* They are located at the northeast corner of the library building (phone 271-4524). I will award extra credit up to 10 additional points for visiting CAS during the semester.

**Academic Honesty Policy:** Early in the semester I may encounter “accidental cheating.” But any student cheating deliberately on tests or projects is unacceptable. Academic honesty is required in all academic endeavors. Violations of academic honesty include any instance of plagiarism, cheating, seeking credit for another’s work, falsifying documents or academic records, or any other fraudulent activity. Violations of academic honesty may result in a failing grade on the assignment, failure in the course, or expulsion from the University. When a student’s grade has been affected, violations of academic honesty will be reported to the Provost or designated representative on the Academic Honesty Violation Report forms.

Please see the 2008-09 Student Handbook and Calendar for specific activities identified as violations of this policy and the student due process procedure. This handbook is also available online at <http://www.missouriwestern.edu/handbook/index.pdf> Learning to credit other scholars is a critical skill for writers in all disciplines.

**Classroom Behavior:** As adults at Missouri Western, all students will treat their classmates and teacher with civility and respect. Your *Student Handbook* states that instructors “may establish additional classroom rules and expectations for conduct in the classroom. Behavior which disrupts the classroom environment or interferes with other students’ ability to learn may be grounds or justification for dismissal from the classroom” (29-30). During the semester we will likely encounter topics which you feel strongly about. Everyone should feel free to challenge their own and others’ opinions, but this should always be done in a respectful manner. Other commonsense rules of classroom etiquette: no sleeping, eating, conducting private conversations, damaging property, or wearing of headphones will be tolerated. Please turn off pagers and cellphones while in class.

**Use of Library:** I know that many of you are non-traditional students, and your time is a valuable commodity. I will provide you with generous classroom time in the library, but you will find that some outside research hours are still required to excel in this course. Classroom behavior expectations apply to library visits, too.

**Tentative Course Plan:**

*Reading assignments should be completed **before** the class due date*

8/25 Course introduction; writing sample

9/1 Labor Day

9/8 Hult chapters 1 & 2; Barnet pp. 1-55

9/15 Hult chapter 3; Barnet pp. 55-88, 103-117; handout; Library instruction; by end of class have topic for project 1

9/22 Hult chapter 4; Barnet pp. 136-162, 168-198; library

9/29 Hult chapter 5; Barnet pp. 221-298; peer editing of draft

10/6 **Project #1 due;** Barnet pp. 325 – 353

- 10/13 Hult chapter 6; Barnet pp. 354-380
- 10/20 Hult chapter 7; Barnet pp. 381-412; library
- 10/27 Review Hult chapters 8-13; Barnet pp. 537-553; peer editing; Midterm grades due
- 10/31 Last day to drop with a “W”
- 11/3 **Project #2 due**; read any chapter in Barnet Part 5; become familiar with Hult chapters 14-23
- 11/10 Read any chapter Barnet Part 6; skim rest of Hult; library
- 11/17 Peer editing; library
- 11/24 Library; peer work
- 12/1 **Project #3 due with portfolio**
- 12/8 Final