Instructor: Ms. Ryan        English 1301.070. 090, 130
Office: A 019C        Fall 2020
Phone: 486-6153        MWF
E-mail: nryan@angelo.edu
Office Hours: All office hours this semester will be held virtually. Times TBA

COURSE SYLLABUS STATEMENT ON REQUIRED USE OF MASKS/FACIAL COVERINGS BY STUDENTS IN CLASS AT ANGELO STATE UNIVERSITY:
As a member of the Texas Tech University System, Angelo State University has adopted the mandatory Facial Covering Policy to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

https://www.angelo.edu/content/files/27359-ttus-policy-for-face-coverings-on-campus

https://www.youtube.com/watch?v=4uecCBgaCGQ&feature=youtu.be

https://www.angelo.edu/covid-19/

CDC GUIDELINES FOR PRACTICING SOCIAL DISTANCING:


STUDENT DISABILITY SERVICE:
Angelo State University is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), and subsequent legislation. All students at Angelo State University must have the capacity and ambition to undertake, with reasonable accommodation from the faculty and administration, the academic challenges necessary to fulfill the academic requirements for the degree or certification programs which they are pursuing.

The Office of Student Affairs is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability, and it is the student’s responsibility to initiate such a request by contacting:
STATEMENT ON STUDENT ABSENCES FOR COVID-19 RELATED AND OTHER ILLNESS:
Required Use of Masks/Facial Coverings by Students on Campus

The Texas Tech University System has implemented a mandatory Facial Covering Policy to ensure a safe and healthy campus experience. Current research on the COVID-19 virus suggests that there is a significant reduction in the potential for transmission of the virus from person-to-person by wearing a mask/facial covering that covers the nose and mouth areas. Because of the potential for transmission of the virus, and to be consistent with the University’s requirement, students on campus are to wear a mask/facial covering. Observing safe distancing practices while on campus by spacing out and wearing a mask/facial covering will greatly improve our odds of having a safe and healthy campus experience.

Students requesting an exemption may need to wear a clear plastic face shield instead of a face mask. Students needing this accommodation should register with Student Disability Services and provide the appropriate documentation supporting this request. No accommodation exists that would exempt a student from wearing a mask/facial covering at any university-sponsored activity or event.

For religious or any other exemption-related questions, students should contact the Office of Student Affairs.

1301 STUDENT OUTCOMES:
Upon completing English 1301, students should:

- understand the nature of the writing process and use all its phases in writing
- understand the principles of audience analysis and adapt language, structure, and detail to the needs of specific readers
- understand basic prose structures and apply them on the sentence, paragraph, and essay level so that readers can easily understand the writer’s purpose and follow the progression of ideas
- generate sufficient and appropriate detail to convince readers of the validity of the thesis
- be sensitive and attentive to language, applying principles of style and tone to enhance the appeal of essays
- write prose largely free of errors in grammar, diction, usage, and mechanics
ASU CORE CURRICULUM OBJECTIVES FOR ENGLISH 1301 AND RELATED COURSE ASSESSMENTS:
Students in English 1301 will practice the following core curriculum learning objectives in critical thinking, communication, teamwork, and personal responsibility. Students will then demonstrate their capabilities in these objectives by writing a variety of essays.

Critical thinking will be demonstrated in an analytical essay.
- Students will gather, analyze, evaluate, and synthesize information relevant to a question or issue by employing problem-solving strategies that generate positions and arguments and by examining the basic principles of information-gathering to support a thesis.
- Students will then develop and demonstrate a logical position (i.e. perspective, thesis, hypothesis) that acknowledges ambiguities or contradictions by analyzing and evaluating their own communication and that of others to raise questions, make assertions, and generate discussion about a topic or question.

Communication will also be demonstrated in an analytical essay.
- Students will develop, interpret, and express ideas through effective written communication by taking into consideration audience, purpose, circumstances relevant to written communication, by using relevant and appropriate content for the specific rhetorical situation in order to express their purpose(s) effectively.

Teamwork will be demonstrated in a midterm reflection essay.
- Students will consider different viewpoints as a member of a team by working toward a shared purpose or goal with members of their team and by creating and evaluating their peers’ drafts, presentations, and arguments.
- Students will work effectively with others to support and accomplish a shared goal by devoting efforts to team task, interacting with others, contributing to the team, and resolving and synthesizing divergent viewpoints within a group.

Personal responsibility will be demonstrated in a final reflection essay.
- Students will demonstrate the ability to evaluate choices, actions and consequences as related to ethical decision making by identifying their own core beliefs and the sources of those beliefs in order to connect their choices and actions to decision-making and by recognizing possible consequences of their decisions.

PREREQUISITES:
Completion of English 130C or an acceptable score on the English section of the ACT or the verbal section of the SAT is prerequisite to English 1301.

REQUIRED MATERIALS:
One USB to be used for this class only

ABSENCES:
Because this is a workshop based class, regular attendance is required. In MWF classes, each student will be allowed five (5) absences. When a sixth absence occurs, the student automatically fails the course. In TTH classes, each student will be allowed four (4) absences. When a fifth absence occurs, the student automatically fails the course. Class begins promptly at the designated time, and roll will be called at the beginning of class. Once roll is taken, the door
to the classroom will be closed and locked. No one will be admitted after that time. If you do not bring the required assignment sheets, required reading assignments, and/or handouts printed from Blackboard on the dates scheduled on the syllabus to class, you will be asked to leave class and will be charged with an absence. If you are not prepared for workshop assignments, you will be asked to leave class and will be charged with an absence. If you must be absent, be sure to contact another class member for any changes in the syllabus so that you will be prepared for the next class meeting. Missing class, malfunctioning computers and/or printers, or ‘forgetting’ to print out required documents are not viable excuses for being unprepared.

EXTENUATING CIRCUMSTANCES:
At times, there may be special circumstances that might require additional consideration on my part (such as medical or family emergencies). In such cases, the student must appeal to the Student Life Office. Any additional consideration will be at my discretion even after I am contacted by the Dean. Please be aware that situations such as weddings, court dates, work, non ASU sponsored events, etc. are not considered extenuating circumstances.

BLACKBOARD:
In order to ensure that students have access to course materials at all times, all assignment sheets, required reading assignments, and related handouts will be posted on Blackboard. When indicated on the syllabus, students are required to print out corresponding assignment sheets, required reading assignments, and/or handouts and have those printouts available in class. Failure to produce the required documents in class on the scheduled class dates will result in an absence. All students enrolled in the course are automatically enrolled in Blackboard.

ASSIGNMENT SUBMISSION RULES:

Papers:
- Out-of-class papers will be submitted via Blackboard in Microsoft Word. Papers must follow the manuscript conventions discussed in class.
- All papers, including drafts, style checks, edited copies, and final copies, are due on the dates assigned on the syllabus. Papers will not be accepted unless Writing Center referrals (if required) have been completed.
- Late papers/assignments will be accepted up to three (3) class days beyond their due date(s). Ten (10) points will be deducted for each day your assignment remains late. After three (3) class days, all possible points for the assignment will be forfeited, and you will receive a zero (0) on that assignment.

Journals, Daily Exercises, and Quizzes:
- Weekly journals must be submitted on Blackboard in Microsoft Word on the due dates indicated on the syllabus in order for any points to be awarded.
- Any journals, daily exercises, and/or quizzes not submitted by the required due dates indicated on the syllabus will not be graded, and the student will receive a zero (0) for that assignment.

WRITING CENTER:
The Center is an academic support service available to all ASU students. I strongly encourage you to make the Center an integral part of your writing process by visiting the tutors frequently during the semester. When necessary, I may require you to visit the Center for help during the
writing process. Such referrals are mandatory; therefore, no paper will be accepted if the required tutorial is not completed. The Center is located on the third floor of the Porter Henderson Library, Room C305; the phone number is 325-486-6173. **More information will follow on social distancing protocols and virtual tutorials.**

**GRADE DETERMINATION:**

Your grade for the semester will be determined as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes and Daily Exercises</td>
<td>5%</td>
</tr>
<tr>
<td>Journals</td>
<td>10%</td>
</tr>
<tr>
<td>Essay #1</td>
<td>24%</td>
</tr>
<tr>
<td>Essay #2</td>
<td>24%</td>
</tr>
<tr>
<td>Response Assignments</td>
<td>10%</td>
</tr>
<tr>
<td>Rhetorical Analysis</td>
<td>12%</td>
</tr>
<tr>
<td>Final Reflection Essay</td>
<td>15%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Grading standards for journals and essays will be posted on Blackboard as separate handouts. These guidelines identify the minimum standards required for each grade on the grading scale.

**NOTE:** You must turn in assigned work in the order it is assigned to be eligible to receive a passing grade in this course.

**ACADEMIC HONESTY:**

Academic integrity is taking responsibility for one’s own class and/or course work, being individually accountable, and demonstrating intellectual honesty and ethical behavior. Academic integrity is a personal choice to abide by the standards of intellectual honesty and responsibility. Because education is a shared effort to achieve learning through the exchange of ideas, students, faculty, and staff have the collective responsibility to build mutual trust and respect. Ethical behavior and independent thought are essential for the highest level of academic achievement, which then must be measured. Academic achievement includes scholarship, teaching, and learning, all of which are shared endeavors. Grades are a device used to quantify the successful accumulation of knowledge through learning. Adhering to the standards of academic integrity ensures grades are earned honestly. Academic integrity is the foundation upon which students, faculty, and staff build their educational and professional careers.

Students must understand the principles of academic integrity and abide by them in all classes and/or course work at the University. Academic Misconduct violations are outlined in Part I, section B.1 of the Code of Student Conduct. If there are questions of interpretation of academic integrity policies or about what might constitute an academic integrity violation, students are responsible for seeking guidance from the faculty member teaching the course in question.

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for reading and understanding ASU’s Student Code of Conduct, which is available here: [https://www.angelo.edu/student-handbook/code-of-student-conduct/](https://www.angelo.edu/student-handbook/code-of-student-conduct/). Students who are determined to have violated this policy will receive a failing grade on
the assignment as well as a failing grade in the course. They will also be referred to the English Department Chair for further action.

**TITLE IX AT ANGELO STATE UNIVERSITY:**
Syllabus Statement Fall 2020
Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

**Online:** www.angelo.edu/incident-form
**Face to Face:** Mayer Administration Building, Room 210
**Phone:** 325-942-2022
**E-Mail:** michelle.boone@angelo.edu

*Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).*

For more information about resources related to sexual misconduct, Title IX, or Angelo State’s policy please visit: www.angelo.edu/title-ix.

**STUDENT ABSENCE FOR OBSERVANCE OF RELIGIOUS HOLY DAYS:**
- “Religious holy day” means a holy day observed by a religion whose places of worship are exempt from property taxation under Texas Tax Code §11.20.
- A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.
- A student who is excused under section 2 may not be penalized for the absence; however, the instructor may respond appropriately if the student fails to complete the assignment satisfactorily.
CLASSROOM BEHAVIOR:

- Students are expected to behave as adults—this is not high school.
- Active engagement in classroom activities is required.
- Students who sleep or disrupt the classroom will be asked to leave and charged with an absence.
- Continuous disruptions in the classroom may result in failure of the class.
- Leaving the classroom during class is disruptive. Personal needs should be taken care of before class. Students who continually leave the classroom during class will be asked to leave and charged with an absence.

FOOD AND DRINK:
No food or beverages are allowed in the classroom.

ELECTRONIC DEVICES:
University policy dictates that students turn off all electronic devices prior to entering the classroom. The first time a device interrupts class, I will ask you to turn it off. The second time, I will ask you to leave and charge you with an absence. Headphones and/or earpieces are to be removed prior to entering the classroom as well.

WITHDRAWING FROM CLASS:
The last day to drop a course or to totally withdraw from the University will be Tuesday, November 10th, 2020. Withdrawal grades will be indicated by W.

Syllabus for August 17- October 9

All work, including reading assignments, assignment sheets, and/or handouts, is due before the next class meeting unless otherwise indicated. Activities and deadlines subject to change with prior notice.

NOTE: Handouts that are highlighted MUST accessed via Blackboard and available in class on that particular date.

Week 1: August 17-21

Mon 17  Introduction to course
Handout(s): Course Description

Wed 19  Introduction to course
Handout(s): Course Description

Fri 21  Introduction to course
Handout(s): Course Description

Week 2: August 24-28

Mon 24  Read: https://owl.english.purdue.edu/owl/resource/566/01/
Quiz
Handout(s): Grading Standards

Wed  26  Read:  https://owl.purdue.edu/writinglab/the_writing_lab_at_purdue.html
Quiz

Fri  28  Read:  https://owl.purdue.edu/owl/purdue_owl.html

Week 3:  August 31-September 4

Mon  31  Journal 1 (due September 14 via Blackboard), Journal Guidelines sheet

Wed  2  Handout(s): Essay Topic 1, Audience Analysis
  Discussion:  Audience Analysis

Fri  4  Handout(s): Narrative Line
  Due:  Audience Analysis
  Discussion:  Narrative Line

Week 4:  September 7-11

Mon  7  Holiday (Pending Board of Regents’ decision)

Wed  9  Handout(s): Narrative Line
  Due:  Audience Analysis
  Discussion:  Narrative Line continued

Fri 11  Handout(s): Collaborative Review of Narrative Line
  Due:  Discovery (Rough) Draft of Narrative Line
  Workshop:  Peer Review of Narrative Line

Week 5:  September 14-18

Mon 14  Handout(s): Journal 2 (due September 21)
  Due:  Journal 1, Revised Draft of Narrative Line
  Workshop:  2nd Peer Review of Narrative Line

Wed 16  Workshop:  2nd Peer Review of Narrative Line continued

Fri 18  Due: Content Ready (Final) Draft of Narrative Line
  Discussion:  Thesis Statements
  Discovery Draft of Essay 1 due Monday, September 21

Week 6:  September 21-25

Mon 21  Handout(s): Journal 3 (due September 28), Global Revision Guidelines
**Due**: Journal 2, Discovery Draft of Essay 1
Discussion: Peer Review
Workshop: Global Revisions for Essay 1

Wed 23  Workshop: Global Revisions for Essay 1 continued

Fri 25  Workshop: Global Revisions for Essay 1 continued

Week 7: September 28-October 2

Mon 28  Handout(s): Journal 4 (due October 5), Global Revisions Guidelines
**Due**: Journal 3, Revised Draft of Essay 1
Workshop: 2nd Global Revisions for Essay 1

Wed 30  Workshop: 2nd Global Revisions for Essay 1 continued

Fri 2  Handout(s): Specific Revision Guidelines
**Due**: Content Ready Draft of Essay 1
Workshop: Specific Revisions for Essay 1

Week 8: October 5-9

Mon 5  Handout(s): Journal 5 (due October 12), Specific Revisions Guidelines,
**Due**: Journal 4, Content Ready Draft of Essay 1
Workshop: 2nd Specific Revisions for Essay 1

Wed 7  Workshop: 2nd Specific Revisions for Essay 1 continued

Fri 9  **Due**: Essay 1 Final Copy