

ENGL 3371: Advanced Exposition

Instructor: Dr. Justin Lerberg
Time: T/TR 12:30 PM
Office: Carlisle 203E
Office Hours: T/TR 2-4

Term: Fall 2016
Class Location: 119 Trimble Hall
Email: jlerberg@uta.edu

REQUIRED TEXTS AND MATERIAL: All primary texts required in this course are available in Blackboard. Blackboard access: <https://elearn.uta.edu>. Students should have a notebook for daily writing assignments.

COURSE DESCRIPTION AND OBJECTIVES: English 3371 is a demanding upper level English course, and it is expected that all students enrolled will be able to read, discuss, and write at a sophisticated intellectual level. Although the course name is “Advanced Exposition,” we all realize that most writing involves some level of argumentation as well. In this course we will think, write, and talk about our own writing, the writing of others. The main objective is to hone our own writing and to understand writing as a conversation in context with other voices.

LEARNING OUTCOMES:

1. Students should be able to demonstrate knowledge and understanding of a variety of composition theories and the practices they inform.
2. Students should be able to analyze and reflect upon the texts they produce as well as texts produced by others.
3. Students should be able to express their ideas in clear, logical, organized, concise, and persuasive ways, in both written and oral forms.
4. Students should be able to write an effective rhetorical précis.
5. Students should be able to write in response to the context or rhetorical situation and to attend to matters of purpose and audience.
6. Students should be able to perform independent research, using the MLA bibliography and other methods including web-based scholarly sources and library resources in an effective manner.
7. Students will be able to effectively and appropriately participate in small group collaborative learning situations.
8. Students should be able to effectively communicate orally with small groups and in front of the entire class.

ASSIGNMENTS: All course work must be completed on time. Assignments are due at the beginning of class on the assigned date. ***In-class assignments may not be made up.*** Assignments must be completed according to the specific assigned format. Assignments are due on the date they are listed in the syllabus. Essays and major assignments will be accepted up to three calendar days after due date. However, a ten percent deduction per calendar day is applied to this work. (Major assignments are those noted by an asterisk in the grade calculation table below.) If you must be absent, your work is still due on the assigned date. Coming to class ill-prepared could result in your being asked to leave the classroom. All writing assignments for this class will be submitted as paper copies AND through Blackboard, and your work will be checked for plagiarism using the SafeAssign tool in Blackboard. This checks for material available on the internet and previously written papers. As part of this class, it is understood that your written work will become part of the UTA essay database. Please contact me if you have questions or concerns about this agreement.

METHODS FOR ASSESSMENT AND REQUIREMENTS FOR CREDIT: Students will read all course material and generally lead class discussions, participate in class activities, and occasionally submit a Rhetorical Précis over the reading. These précis are due at the beginning of class and may not be turned in late. Students will write several major essays during the semester; due dates are listed in the course schedule, but actual essay assignments will be posted in Blackboard. Please make sure you read and follow all assignment guidelines. Students are expected to attend all classes, have all readings and writing assignments completed on time, and to participate fully in class activities, discussions, and collaborative learning situations.

GRADE CALCULATION TABLE:

Grading Scale: A=89.6 to 100; B=79.6 to 89.5; C=69.6 to 79.5; D= 59.6 to 69.5; F=0 to 59.5

Participation (short daily writing assignments, précis, reflections, in class activities, peer review, group work, etc.)	25%	“Writing” Essay*	10%
Discourse Community Analysis*	15%	Discussion Leading	5%
Rhetorical Analysis Essay*	15%	“Book” Review*	15%
Assignment Prompt*	10%	Revision	5%

ATTENDANCE/PARTICIPATION: At The University of Texas at Arlington, taking attendance is not required. Rather, each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, I have develop a stringent policy on attendance and tardiness. ENGL 3371 is not an introductory course. It is an upper level offering and requires students to come to every class prepared to take an active role in the learning setting. Obviously, you should read each assignment carefully, think about it critically, and generate ideas and questions from your analysis. As your instructor, I will serve as a facilitator to learning, not as the repository of all knowledge. I will provide a beginning point for your own exploration of texts, ideas, and topics. Because this is a demanding upper level course, the responsibility for learning lies with you. It is expected that students in this course will actively engage in class discussion and participate in collaborative learning situations. Class attendance is very important. Attendance figures into the computation of the participation grade as no assignments completed during a class meeting time may be made up. Additionally, if you miss four T/TR classes, you will have 10 points deducted from your final grade. Each absence thereafter will result in five more point deductions. Since I do not differentiate between excused and unexcused absences, it is best to use your “free” absences for real emergencies. Please don't bring me doctor's excuses or tell me sad stories about your absences. NO, you cannot make-up anything you missed in class, and YES, you will miss something. Get information and notes from a classmate. I do not have notes to give you. Late registration is no excuse for absence or missed work.

TARDINESS: Students who arrive in class after we have begun may be counted absent. Please be in class by 12:30 pm seated and ready to begin the day's activities. Habitual tardiness is considered a rude distraction and is indicative of serious time management issues. If the door is locked upon your late arrival to class, it will be opened at the discretion of the instructor in order not to disrupt the students who are already in place. Showing up more than 15 minutes late to class is considered an absence. If you enter class after a quiz or writing assignment has begun, you will not be given extra time to finish the task. Don’t ask me to repeat information that has been given while you were not with us or to give you what you missed by email.

SCHEDULE OF CLASS MEETINGS: As the instructor for this course, I reserve the right to adjust the schedule in any way that serves the educational needs of the students enrolled in this course. There may be times when we will cover the content for the day using Blackboard or another online function. Please check the schedule daily to make sure you have prepared for class by carefully reading and making notes on what you have read.

COURTESY AND COMMUNICATION:

When contacting your instructor or any professional via email, remember to construct your messages both respectfully and carefully (be as specific as possible with your questions). In this course, as with any other UTA course, your communication with other students and faculty should be courteous and professional. When communicating with your peers and instructor, there will be NO discrimination on the basis of sex, race, color, national origin, sexual orientation, religion, ideology, political affiliation, veteran status, age, physical handicap, or marital status. Keep in mind that instructors reserve the right to manage a positive learning environment and thus will not tolerate inappropriate conduct in the course. All UTA students are responsible for behaving in a manner consistent with UTA's Standard Code of Conduct. Students violating these codes will be referred to the Office of Student Conduct. Inappropriate behavior, lack of cooperation, and being un-prepared for class all constitute reasons for a student being asked to leave class. If a student is asked to leave class, the student must meet with the instructor during office hours to discuss the matter and to make a plan for readmission to the class.

COMPUTER AND EMAIL: All students must have access to a computer with internet and streaming capabilities. Students should check email and Blackboard Announcements daily for course information and updates. I will send group emails through Blackboard. **Your UTA email will be the official class email address.** The course Blackboard shell will be your link to our course assignments, extra resources, reading material, videos, and changes to the schedule. Please check Blackboard daily. I will occasionally post information, questions or handouts in this location, and I will not distribute paper copies of this material. You may print handouts and assignments at home or in a UTA computer lab. Keep in mind the UTA printing allowance.

E-CULTURE POLICY: I am happy to communicate with students through email. However, I ask that you be wise in your use of this tool. Make sure you have consulted the syllabus and web page for answers before you send me an email. Remember, I do not monitor my email 24 hours a day. I check it periodically during the school week and occasionally on the weekend. UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

ELECTRONICS POLICY: Electronics are allowed in class, but only for class materials and activities. Please turn off and put away all cell phones and other electronics you are not using to access course material during class. Do not check email, text, Facebook, or other social media sites during class. Even if your fantasy baseball roster is in crisis, you must wait until class is over to change your starting lineup. Your Pinterest "like" can also be added after class.

GRADE GRIEVANCES: Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog. For undergraduate courses, see <http://catalog.uta.edu/academicregulations/grades/#undergraduatetext>

UNIVERSITY CLOSINGS: In some cases the university is unable to have class on campus due to weather or other circumstances. However, our 3371 section WILL have class electronically. Please check Blackboard for information on how our class will proceed in the event of campus closings.

CLASS VISITORS: Only officially registered students in ENGL 3371 may attend class. The exceptions are university visitors with prior permission from the professor. Children/minors are not allowed in class at any time. See me if you believe you have a request for a class visitor that might be allowable.

DROPS/WITHDRAWALS: Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://www.uta.edu/aao/fao/>).

CONFERENCES AND QUESTIONS: I have regularly scheduled conference hours each week. These times are reserved for students to drop by or to make an appointment to discuss course work, grades, or other class related concerns. I will be happy to make other appointment times for you, if your class schedule conflicts with regular conference times or if I must be away from my office due to other job responsibilities here at UTA. If you receive a grade on an assignment or quiz about which you have questions, please wait twenty-four hours before discussing it with me. This gives you time to process the assignment comments and to think about how your course work meets the requirements set forth for each assignment. I do not discuss individual student issues in the classroom before, during, or after class.

THE WRITING CENTER: The Writing Center, Room 411 in the Central Library, will assist you with any writing assignment while you are a student at UT-Arlington. You may schedule appointments online at <http://uta.myonline.com>. If you come to the Writing Center without an appointment, you will be helped on a first-come, first-served basis as tutors become available. Writing Center tutors are carefully chosen and trained, and they can assist you with any aspect of your writing, from understanding an assignment to revising an early draft to polishing a final draft. However, the Writing Center is not an editing service; tutors will not correct your grammar or rewrite your assignment for you, but they will help you learn to solve your grammatical and organizational problems. I encourage each of you to use the Writing Center.

DISABILITY ACCOMMODATIONS: UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA)*, *The Americans with Disabilities Amendments Act (ADAAA)*, and *Section 504 of the Rehabilitation Act*. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the **Office for Students with Disabilities (OSD)**. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

The Office for Students with Disabilities. (OSD) www.uta.edu/disability or calling 817-272-3364.

Counseling and Psychological Services. (CAPS) www.uta.edu/caps/ or calling 817-272-3671.

Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

Title IX Policy: The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. *For information regarding Title IX, visit www.uta.edu/titleIX or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.*

ACADEMIC INTEGRITY: Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

UT Arlington faculty members may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents’ Rule 50101*,

§2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University. Your work is to be your own, and it is to be prepared originally for this course. It is considered academic dishonesty to present work done by someone else and to claim it as yours. It is also inappropriate to hand in a paper or portions of a paper written for another class. Any borrowed information (from books, websites, and other sources) should include the correct documentation to identify it as originating elsewhere. Academic dishonesty of any type (plagiarism, cheating, preparing work for others, etc.) is unacceptable. All instances of academic dishonesty will be dealt with according to UTA policy and procedures and be reported to the Office of Student Conduct. I will assign a zero to any plagiarized work or work where even a phrase or sentence is plagiarized. I also reserve the right to award a failing grade for the entire course to students who engage in this unethical practice.

STUDENT SUPPORT SERVICES: The University of Texas at Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. These resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals to resources for any reason, students may visit the reception desk at University College (Ransom hall), contact the Maverick Resource Hotline at 817-272- 6107, send a message at resources@uta.edu, or visit www.uta.edu/universitycollege/resources/index.php for more information.

STUDENT FEEDBACK SURVEY: At the end of each term, students enrolled in classes categorized as “lecture,” “seminar,” or “laboratory” shall be directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each

student through MavMail approximately 10 days before the end of the term. Each student's feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

FINAL REVIEW WEEK: A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations.

Campus Carry: Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

EMERGENCY EXIT PROCEDURES: Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exits, which are located at each end of the hallways in Trimble Hall. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

<p>EMERGENCY PHONE NUMBERS: In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911. Non-emergency number for UTA Police: 817-272-3381</p>
