

 ***Woman with wax tablets and stylus***, fresco, Roman, ca. 50 CE

ENGLISH 1301.069 Dr. Wayne Gay

Composition and Rhetoric I contact: wgay@uta.edu

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Fall 2016 Office hours: 12 noon-12:55 pm

Preston Hall 302 & by appointment

 2-2:50 pm

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REQUIRED MATERIALS

*First-Year Writing: Perspectives on Argument*. Third Custom Edition for the University of Texas Arlington. Boston: Pearson, 2012.

(You can purchase an EText of this textbook at [http://www.pearsoncustom.com/tx/uta\_writing](https://owa.uta.edu/owa/jlerb%40exchange.uta.edu/redir.aspx?SURL=yOlCIKzj37EfTt5_7TIoYJUbLC7-qViVJUdMzN2IvInalRkFfZPSCGgAdAB0AHAAcwA6AC8ALwBvAHcAYQAuAHUAdABhAC4AZQBkAHUALwBvAHcAYQAvAHIAZQBjAGgAZQBsAGwAZQBAAGUAeABjAGgAYQBuAGcAZQAuAHUAdABhAC4AZQBkAHUALwByAGUAZABpAHIALgBhAHMAcAB4AD8AQwA9AEcATgA1ADAAYwBCAEUAeQBzAEUAbQBnAFAAQwBTAEgAYQA1AHgARQBYAFMAZAB6AEYARwBNAEoAXwBjADkASQBjAEIAOQB6AHYAQQB6AEcAbgBYAEMAQgBWAGoAUwBqADUAcABGAE8AMABxAFEAbgBrAHYAQgBGAGEAbABMAEgAagBjAFcAdwBiAE8AcgBCAGEAMABrAC4AJgBVAFIATAA9AGgAdAB0AHAAJQAzAGEAJQAyAGYAJQAyAGYAdwB3AHcALgBwAGUAYQByAHMAbwBuAGMAdQBzAHQAbwBtAC4AYwBvAG0AJQAyAGYAdAB4ACUAMgBmAHUAdABhAF8AdwByAGkAdABpAG4AZwA.&URL=https%3a%2f%2fowa.uta.edu%2fowa%2frechelle%40exchange.uta.edu%2fredir.aspx%3fC%3dGN50cBEysEmgPCSHa5xEXSdzFGMJ_c9IcB9zvAzGnXCBVjSj5pFO0qQnkvBFalLHjcWwbOrBa0k.%26URL%3dhttp%253a%252f%252fwww.pearsoncustom.com%252ftx%252futa_writing) . Once you are on the site, click on "Purchase Access". If you experience technical or logon issues while purchasing your text, please visit the Pearson tech support website at [http://www.pearsoncustom.com/\_global/productinfo/websites/\_24\_7/](https://owa.uta.edu/owa/jlerb%40exchange.uta.edu/redir.aspx?SURL=EJrtfH5DJ2anbSDfli8p88NJvAQNKUbPwElEOSEVelzalRkFfZPSCGgAdAB0AHAAOgAvAC8AdwB3AHcALgBwAGUAYQByAHMAbwBuAGMAdQBzAHQAbwBtAC4AYwBvAG0ALwBfAGcAbABvAGIAYQBsAC8AcAByAG8AZAB1AGMAdABpAG4AZgBvAC8AdwBlAGIAcwBpAHQAZQBzAC8AXwAyADQAXwA3AC8A&URL=http%3a%2f%2fwww.pearsoncustom.com%2f_global%2fproductinfo%2fwebsites%2f_24_7%2f) or call 1-800-677-6337.) Pearson Writer (APP and Computer Access) -- ValuePack Access Card, 1st edition ISBN:

032197235X

Graff, Gerald, and Cathy Birkenstein. *“They Say / I Say”: The Moves That Matter.* Third Edition. New York: Norton, 2014.

The third edition is required for this course.

A three-ring binder with adequate supply of writing paper and pens is also required. The binder will provide storage for downloads; the paper and pens are necessary for note-taking and in-class assignments.

COURSE CONTENT AND OUTCOME: Composition and Rhetoric I allows students to review and enhance existing writing skills, to systematically learn new strategies and techniques of written communication, and to increase proficiency in examining and responding to verbal communications and cultural signals. Participants who successfully complete the course will be able to communicate more persuasively and effectively, and to approach communication in the twenty-first century with a rational, intelligent, and educated outlook.

Students will write numerous short exercises, learn the vocabulary of rhetoric, evaluate the work of colleagues in the classroom, evaluate major published essays, and produce three substantial papers. They will also learn standard style idioms, finer points of linguistic structure and grammar, and standard formatting of scholarly papers. In keeping with university policy, students will be evaluated with a final letter grade reflecting participation, completion of work, and quality of the completed work.

This course satisfies the University of Texas at Arlington core curriculum in communication.

GRADE: The basic final grade, before adjustment, will be determined by an average of the percentage grade of the following: three major assignments, each of which will be credited at 20 per cent; short papers and assignments, with a total credit of 20 per cent; and participation, credited at 20 per cent. Averages will be recorded in the final transcript grade as follows:

90-100: A

 80-90: B

 70-80: C

 Below 69: F

A grade of incomplete will be recorded only in dire circumstances. The instructor reserves the option to round up or not round up a final average. The instructor reserves the option of assigning a grade of Z, which results in no credit and no effect on grade point average, in the case of a student who has done all of the work but who has a failing average for the work.

SUBMISSION OF PAPERS: All out-of-class assignments must be submitted in doc. or docx. format on Blackboard. Late papers will not be accepted in any circumstances; students are advised to allow leeway time of at least 24 hours to allow for emergencies or computer malfunction. Microsoft word and reliable filing to Blackboard is available on the UTA computer system.

No make-up papers or extra-credit work will be assigned or accepted in this course.

MAJOR PAPERS: Three major papers with specific requirements, including peer editing and revision, are required; as noted above, each will credit at 20 per cent. For more details, see Appendix A.

SHORT PAPERS: The final number of short papers will be determined in the course of the semester; these papers will be graded on a pass-fail basis, with passing recorded as 100 and failing as zero. In practical terms, submission of short papers in good faith will result in a grade of passing, or 100, for that paper. This applies to designated short papers only; the major papers will be graded on a more stringent level.

MANDATORY ASPECTS OF THE COURSE:

All three major papers must be submitted in order for the student to receive a passing grade, regardless of final average.

All students will, at some point, be called on to present in class a verbal artifact of his or her choice for class discussion. More on this later . . . .

All students will complete the online UTA Library Plagiarism tutorial; a due date will be assigned for that activity.

PARTICIPATION: Because regular attendance and participation in class is an important part of the learning process in this course, each student is expected to attend regularly and participate, without the interference of casual coming and going from the classroom or the use of electronic devices and communications.

To that end, every student will begin the semester with 100 participation points, and will lose ten participation points for every unexcused absence; the instructor reserves the right to also deduct participation points for tardiness or for leaving the classroom early. The instructor will definitely deduct ten points for use of electronic or digital devices in class, unless that use is specifically authorized.

The only excused absences are for bereavement, official university business (with proper notification to the instructor), or religious observance. The instructor must be informed of participation in religious observance within the first full week of classes, with, if requested, documentation from the student.

IMPORTANT: Illness is not an excused absence! Or, for that matter, phone call from Mom, coffee with a special someone, weather “too nice to be cooped up in a classroom,” held late at work, flat tire, traffic jam, daycare failure, or springing recalcitrant family members from jail (yes, I have had that excuse).

The alert student will observe that a student who otherwise participates adequately may have as many as four unexcused absences and accompanying loss of participation credit without his or her final grade being affected: a fifth loss of ten participation points will obviously lower the final total average by more than ten points, resulting in the final transcript grade dropping by a whole letter.

CLASSROOM BEHAVIOR:

Students are expected to remain in the classroom once class has begun; adults aged 18 or over should be able to sit and participate in a class for fifty minutes. Students who leave the classroom during class time will not be allowed to re-enter and will lose ten participation points for that day.

Students who use electronic devices such as cellphones, laptops, I-pads, or any other digital or electronic device, unless specifically instructed to do so, will be asked to leave the classroom and will lose ten participation points.

Students are expected to participate respectfully in class, to listen to other class members, and to comment appropriately. Instructors are to be addressed appropriately and communicated with professionally.

According to *Student Conduct and Discipline*, "Students are prohibited from engaging in or attempting to engage in conduct, either alone or in concert with others, that is intended to obstruct, disrupt, or interfere with, or that in fact obstructs, disrupts, or interferes with any instructional, educational, research, administrative, or public performance or other activity authorized to be conducted in or on a university facility. Obstruction or disruption includes, but is not limited to, any act that interrupts, modifies, or damages utility service or equipment, communication service or equipment, or computer equipment, software, or networks” (UTA Handbook or Operating Procedures, Ch. 2, Sec. 2-202). Students who do not respect the guidelines listed above or who disrupt other students’ learning may be asked to leave class and/or be referred to the Office of Student Conduct.

WHAT ABOUT FOOD?

Because this is a short class, relatively early in the afternoon, students should not expect to bring food into the classroom, with the accompanying distraction. Discrete consumption of beverages is acceptable.

CLASSROOM VISITORS: Only students officially enrolled in this section are allowed to attend class meetings. Students may not bring guests (children, spouses, friends, family) to class unless an academic request has been submitted and approved by the instructor well in advance of the proposed class visit. Children are not allowed in class as visitors at any time.

CONFERENCES AND QUESTIONS:

The instructor holds three regularly scheduled office hours each week. These times are reserved for students to drop by or to make an appointment to discuss course assignments, grades, or other class-related concerns. The instructor will make other appointment times for you if your class schedule conflicts with regular conference times or if he is not available on certain days. If you receive a grade on an assignment or quiz about which you have questions, please wait twenty-four hours before setting up an appointment or discussion meeting. 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. The instructor will not discuss individual student issues in the classroom before, during or after class.

PLAGIARISM POLICIES AND ACADEMIC INTEGRITY:

The representation of the work of others as your own constitutes plagiarism, which is a serious academic offense. The instructor will discuss, in private interview, any specific instances of plagiarism before reaching a final decision concerning further action, which will include reporting plagiarism to the Office of Student Conflict, and which can, at the instructor’s discretion, include a grade of F for a specific assignment or a grade of F for the entire course.

You are not allowed, under any circumstances, to reuse papers from prior classes in this course or any other course that you have taken at any institution. Reusing papers does not demonstrate any advance in knowledge or skill, and so would not be helpful for you either in terms of your learning this semester, or for the instructor in terms of assessing this learning. If you feel your situation constitutes a clear or significant exception to this rule, you must discuss this with the instructor prior to the due date of the first draft.

All students enrolled in this course 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.*

CONCEALED WEAPONS:

Under current regulations, persons 21 or over who hold a handgun permit may carry a concealed weapon in designated areas of campus. Violation of the very strict rules concerning the carrying of concealed weapons on campus will result in a grade of F for the course; violations will be reported immediately to campus security forces. Under no circumstances can a weapon be openly brandished or displayed in the classroom, and, under no circumstances may a student under the age of 21 carry a concealed weapon on campus or in a classroom. See Appendix B for links to further information.

STUDENTS WITH DISABILITIES:

In accordance with state and federal law and university policy, students who require special accommodation must register at the beginning of the semester with the Office for Students with Disabilities, and must arrange to meet with the instructor in a private appointment for discussion of facilitation of the disability.

Contact information for the Office for Student Disabilities: [**www.uta.edu/disability**](http://www.uta.edu/disability)or 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [**www.uta.edu/disability**](http://www.uta.edu/disability)**.**

NON-DISCRIMINATION POLICY:

The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit [uta.edu/eos](http://www.uta.edu/hr/eos/index.php).

TITLE IX:

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](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or [jmhood@uta.edu](file:///C%3A%5CUsers%5Crowntreem%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.IE5%5CIGVYXPA0%5Cjmhood%40uta.edu).

COURSE SCHEDULE:

Friday, August 26: Introductory Remarks

Monday, August 29: Continued introduction to course. All students should bring a print-out of the syllabus to class.

Wednesday, August 31: Continued introduction to course.

Friday, September 2: Continued introduction to course.

 Saturday, September 3: submit “Diagnostic Essay” on Blackboard by 12 noon.

Monday, September 5: LABOR DAY! NO CLASS!

Wednesday, September 7: Demonstrate access to required materials in class. (In other words, bring the required texts and your binder to class and show them to the instructor.)

Class topic: Correct MLA formatting of documents.

Friday, September 9: Recognizing independent clauses, complete sentences, and comma splices.

 Saturday, September 10: Resubmit “Diagnostic Essay” with correct MLA formatting on

 Blackboard by 12 noon.

Monday, September 12: In-class topic: avoiding comma splices, with in-class exercise.

Wednesday, September 14: In-class topic: formatting of titles.

Friday, September 16: In-class topic: Active and passive voice, with in-class exercise.

Saturday, September 17: Submit Exercise No. 1 (formatting titles) on Blackboard by 12 noon.

 Before class on Monday, read *They Say, I Say* chapter 1

Monday, September 19: In-class topic: discussion of reading assignment

Wednesday, September 21: Continued discussion of reading assignment. Discussion of pronoun-antecedent agreement.

Friday, September 23: Selection of topic for Exercise No. 3

Saturday, September 24: Submit Exercise No. 2 (pronoun-antecedent agreement) on Blackboard by 12 noon.

Monday, September 26: Introduction to Major Paper No. 1

Wednesday, September 28: Continued discussion of Major Paper No. 1

Friday, September 30: Continued discussion of Major Paper No. 1

Saturday, October 1: Submit Exercise No. 3 (communicating opposing viewpoint) on Blackboard by 12 noon.

Monday, October 3: Bring four copies of Completed first draft of Major Paper No. 1 to class for

 Peer editing.

Wednesday, October 5: Introduction to Major Paper No. 2.

Friday, October 7: Continued introduction to Major Paper No 2.

Monday, October 10: Final revision of Major Paper No. 1 due on Blackboard at 9 a.m.

Continued introduction to Major Paper No. 2

Wednesday, October 12 & Friday, October 15: Continued discussion of Major Paper No. 2;

 Other issues TBD.

Monday, October 17: Bring four copies of Major Paper No. 2 to class for peer editing.

Wednesday, October 20: Continued peer editing as needed; introduction to Paper No. 3

Friday, October 22: Continued introduction to Paper No. 3

Monday, October 24: Final draft of Major Paper No. 2 due on Blackboard at 9 am.

 Continued discussion of Major Paper No. 3.

Wednesday, October 26-Friday, November 11:

 Continued discussion of Major Paper No. 3; other exercises as necessary.

Monday, November 14: Bring four copies of Major Paper No. 3 to class for peer editing.

Wednesday, November 16 & Friday, November 18: Continued peer editing as necessary; additional appropriate activities

Monday, November 21: TBA

Wednesday, November 23: Submit Major Paper No. 3 on Blackboard by 1 pm. No formal class session.

Monday, November 30-Monday, December 5: Additional writing exercises and class discussion TBD.

Wednesday, December 7: Final Class day. TBD.

There will be no final exam in this class.

 The instructor reserves the right to adjust this schedule; details will be announced during the course of the semester.

APPENDIX A: MAJOR PAPERS:

**Major Paper No. 1 (Discourse Community Analysis):** For this essay, you will make an argument explaining how you became part of a discourse community.

**Major Paper No. 2 (Rhetorical Analysis):** For this essay, you will select an essay cluster on one of the following topics. You will write a rhetorical analysis of a designated essay from your selected cluster. Instructors should choose essay clusters for their students. Instructors are ***strongly*** encouraged to limit the number of clusters chosen; 3-5 is recommended.

**Major Paper No. 3 (Synthesis Essay):** For this essay, you will continue your writing on the topic cluster you selected for the Rhetorical Analysis. After reading multiple sources about your chosen topic, you will develop a clear central claim and use multiple sources to support your claim.

APPENDIX B: CAMPUS CARRY POLICIES

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/>

APPENDIX C: GRADE GRIEVANCES

First Year English has a specific procedure that must be followed in order for a student to appeal a grade or any other matter related to their 1301/02 class. First, the student must communicate with the instructor in an attempt to resolve any matter in question. The next step is for students to communicate with the Director of First Year English. The Director will then advise students on the next official steps in any appeal process. Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current undergraduate / graduate catalog.

In attempting to resolve any student grievances regarding grades, it is the student’s obligation first to make a serious effort to resolve the matter with the individual with whom the grievance originated. Individual course instructors retain primary responsibility for assigning grades. The instructor’s judgment is final unless compelling evidence shows discrimination, preferential treatment or procedural irregularities. If students wish to appeal, their request must be submitted in writing—on an appeal form available in departmental or program offices—to the department chair or program director. The student has one calendar year from the date the grade is assigned to initiate the grievance. The normal academic channels are department chair or program director and then academic dean. However, before considering a grievance, the department chair or program director will refer the issue to a departmental or program committee of faculty. If the student does not find the committee’s decision acceptable, the student may appeal to the academic dean. The decision of the dean is final. Information specific to the procedures to be followed in each academic unit is available in the office of the academic dean.

The dean of the college or school in which a student is enrolled, or the Executive Director of University College if the student has not declared a pre-major or major, has jurisdiction over the student’s program of study, degree requirements and all other academic matters including grievances. However, students taking a course in a college or school other than the one in which they are primarily registered are subject to the dean of the college or school in which the course is offered concerning the course and academic grievances regarding the course.

APPENDIX D: DROP POLICY:

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. Contact the Financial Aid Office for more information (<http://wweb.uta.edu/aao/fao/>).

APPENDIX E: DIGITAL AND ELECTRONIC COMMUNICATION;

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>.

APPENDIX F: HELP FOR STUDENTS:

**Counseling and Psychological Services, (CAPS)** [**www.uta.edu/caps/**](http://www.uta.edu/caps/) **or calling 817-272-3671** is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Student Support Services**:UT 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. Resources include [tutoring](http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/index.php), [major-based learning centers](http://www.uta.edu/universitycollege/resources/college-based-clinics-labs.php), developmental education, [advising and mentoring](http://www.uta.edu/universitycollege/resources/advising.php), personal counseling, and [federally funded programs](http://www.uta.edu/universitycollege/current/academic-support/mcnair/index.php). For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at <http://www.uta.edu/universitycollege/resources/index.php>.

**The English Writing Center (411LIBR)**: [Optional.] The Writing Center Offers free tutoring in 20-, 40-, or 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Our hours are 9 am to 8 pm Mon.-Thurs., 9 am-3 pm Fri. and Noon-6 pm Sat. and Sun. Register and make appointments online at http://uta.mywconline.com. Classroom Visits, workshops, and specialized services for graduate students are also available. Please see [www.uta.edu/owl](http://www.uta.edu/owl) for detailed information on all our programs and services.

The Library’s second floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library’s hours of operation. <http://library.uta.edu/academic-plaza>