**ENG 101 030 MC: Composition (3 credit hours)**

**Fall 2023**

**MWF 10:00 am to 10:50 am in Lawson 214**

**Professor: Dr. G. Johnson**

Office: Lawson 124-C

Email: GPJ@reinhardt.edu

Office Phone: (770) 720-5627

Office Hours:

 **Monday 11:00 am to 12:00 noon**

 **Tuesday 1:30 pm to 3:30 pm**

 **Wednesday 11:00 am to 12:00 noon**

 **Friday 11:00 am to 1:00 pm**

 and by appointment

**Required Textbooks (3)**

Hacker, Diana, and Nancy Sommers. *Rules for Writers with 2020 APA Update*. 9th edition.

Boston: Bedford / St. Martin’s, 2019.

**ISBN: 978-1-319-36130-3**

Hacker, Diana, and Wanda Van Goor. *Developmental Exercises for Hacker Handbooks*.

Boston: Bedford/ St. Martin’s, 2018.

**ISBN: 978-1-319-14631-3**

Plato. *Republic*. Trans. G. M. A. Grube. Revised by C. D. C. Reeve. Indianapolis: Hackett

Publishing Co., 1992.

**ISBN: 978-0-87220-136-1**

**Course Description**

Catalogue Version: *This course introduces and develops analytical thinking and writing skills with emphasis on the organization and development of the short paper and on research techniques and the research-based essay. Nonfiction prose readings, designed to stimulate critical discussion and inquiry, provide a basis for writing and support intellectual growth; assignments are text-oriented.*

Expanded Version (specific to section 030): This course introduces and develops analytical thinking and writing skills with emphasis upon mastering the short (3-4 page) essay, focusing upon: 1) developing ideas through prewriting techniques, 2) mastering proper essay structure, 3) avoiding mistakes of grammar, word choice, etc., 4) writing in a precise, neutral, academic style, 5) citing sources correctly and avoiding plagiarism mistakes. Nonfiction prose readings—based upon recent newspaper articles and Plato’s *Republic*—designed to stimulate critical discussion and inquiry, will provide the basis for writing and support intellectual growth; assignments are text-oriented.

*Prerequisite: placement in ENG 101*

**Assignments and Breakdown of Grade:**

Students will be introduced to and receive a great deal of practice in writing university-level essays, because proficiency in writing essays well is central to all students’ success. To help develop these skills, students will write four 3-4 page essays. Students will also practice their writing and analytical skills through writing exercises; each student will have these assignments collected in a portfolio folder submitted before or by the last day of class (Nov. 21st). Lastly, students are required to participate regularly in class discussion, and each student will make several short presentations to the class on assigned readings and questions.

Attendance and Participation: 10% (including student presentations)

Portfolio Folder 18% (approx. 25 assignments, due Mon, Nov. 20th)

Essay 1: 18% (due Sept. 15th)

Essay 2: 18% (due Oct. 20th)

Essay 3: 18% (due Nov. 17th)

Essay 4: 18% (Final Exam week: Nov. 27th and Dec. 1st)

\*Section 030 is scheduled to write Essay 4 on *Monday, November 27th* from 8:00 am to 11:00 am

**A** 90-100 **B** 80-89 **C** 70-79 **D** 60-69 **F** 0-59

***Note: each Essay is due before or by the due date’s day and time as indicated on the assignment sheet. For every day the Essay is late, 10 points (or one letter grade) will be subtracted*. *Essays will not be accepted more than one week after the due date unless an extension has been explicitly granted.***

***Also, note that all major assignments must be completed in order to pass the course.***

**Attendance and Participation**

Attendance will be taken at the beginning of each class. If you will be unable to attend class on a given day, inform me as to the reason within 24 hours by phone or email, and I will take the excuse under advisement when compiling grades. You are required to bring the appropriate textbook(s) and have the assigned reading completed before class so that you can participate in class discussion.

Each student starts off the course with 100 points for attendance. For every unexcused class absence, a student loses 3 points. Every time a student is late to class, leaves early, or in any way disrupts class, for example by playing with his or her phone or by having his or her cell phone ring, a student loses 1 point. In addition, you will lose points if you do not come prepared to class, for example, if you do not have your books with you, or if you obviously have not done the work to prepare for the class meeting.

If you miss more than six class meetings (equivalent to two weeks of the course), you should withdraw from the class if that option is still available, as you will receive an automatic F in the course due to lack of attendance.

For students who miss class meetings due to official Reinhardt University obligations, such as student athletes missing class to attend a tournament; these absences are excused. However, you must provide me with a team schedule as well as official documentation from your coach (usually coaches are diligent in emailing faculty about student absences). Students who miss class for such reasons must make up any missed work and keep up with the assignments.

**Class Behavior**

It is expected that students behave appropriately in class, as adults in a university setting. That is, be on time, with electronic devices are turned off and stowed away, including: cell phone, tablet, and laptop computer. Do not whisper or talk to your classmates unless we as a class are doing group work. Avoid fiddling with your bag until the class is dismissed for the day. Avoid leaving the classroom in the middle of class for anything less than an emergency. These disruptive and disrespectful behaviors will result in dismissal from the class and lowering of grade. Remember that your fellow students are making an enormous commitment in time and money to be here, so do not interfere with their ability to learn by distracting them.

**Academic Honesty**

Official RU Statement regarding Academic Integrity: “All students are expected to adhere to the highest standards of academic integrity, and to abide by the Reinhardt Honor Code. Also, all students are expected to be familiar with the Reinhardt policy on academic dishonesty stated in the University Catalogue and in the Student Handbook. Plagiarism (Using ideas and phrases of others without crediting them, therefore, claiming those ideas and phrases as your own) will not be tolerated in this course or on this campus. To avoid such academic dishonesty, you must use a citation (footnote or in text) for all ideas drawn from your reading and research, including research in encyclopedias and online, even when you have restated those ideas in your own words.”

Additional for this ENG 101 section: Plagiarism is the use of ideas or words of another writer without giving that writer proper credit for their work. In other words, you hand in an essay with ideas, written phrases, sentences, or paragraphs lifted from someone else and you do not use quotation marks or cite the fact that the material came from a source. The most egregious case is when a student hands in, as his or her own work, an entire essay taken directly from the internet.

Collusion is when two or more people write a paper together which is turned in as if it were the work of a single author. An example of this is when you have a roommate make a significant contribution to the ideas or words of your paper.

The Consequences of plagiarism or collusion are as follows: a failing grade for the assignment, a failing grade in the course, disciplinary action taken against you by the school, possibly including academic probation or even expulsion.

Spinbot:

Students who use the “synonym swap-out” websites, apps, or programs, such as Spinbot, will receive an automatic F (zero points) on the assignment in question.

ChatGPT and A.I. Tools:

Students are not allowed to use ChatGPT or any other A.I. tools for any of the ENG 101 030 writing assignments, whether journal assignments or essays, unless explicitly directed to use them on a particular assignment by the professor, Dr. Johnson.

Students who are found to have used these tools for a writing assignment will receive an F (zero points) on the particular assignment, which will dramatically lower the overall grade in the course.

When these tools are used, students must make sure to use them responsibly and with transparency. In other words, include citations indicating when, where, and how such tools were used for a particular writing assignment.

See above: using ideas from a source, including A.I. tools, is plagiarism unless the source is being cited correctly.

**The Center for Student Success (CSS)**

Students are encouraged to use the Center for Student Success, located in room 313 of the Hill Freeman Library. The Center offers free peer and faculty tutoring for all subjects. For ENG assignments, students can work with the tutors there to: develop ideas about a particular assignment; receive help with a draft; receive instruction about any writing-related issue, such as how to avoid writing sentence fragments. To make an appointment, drop by room 313, or you can go to Reinhardt University’s homepage ([www.reinhardt.edu](http://www.reinhardt.edu)) and check on Academics and on the next screen, click The Center for Student Success. This next page enables students to see the tutors and times available for each subject area. At the bottom of the left column, click on Student Appointment Form. Fill in all required fields, signaled by a red dot, and submit your request. A tutor from the CSS will contact you within the same day to confirm your appointment.

**Disabilities**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a documented disability requiring an accommodation, please contact the Academic Support Office (ASO).

Reinhardt University is committed to providing reasonable accommodations for all persons with disabilities. Therefore, if you are seeking classroom accommodations under the Americans with Disabilities Act, you are required to register with the Academic Support Office (ASO). ASO is located in the basement of Lawson Building. Phone is (770) 720-5567. To receive academic accommodations for this class, please obtain the proper ASO letters/forms.

So, students with disabilities who need extra accommodations in class, please inform and provide me with proper documentation from ASO. All such information is of course kept strictly confidential.

**COVID (official from RU)**

All students, faculty, staff and administration at Reinhardt University are subject to changes in policies if mandated by the State of Georgia. Current policies and procedures can be found at: <https://www.reinhardt.edu/back-to-campus>.

If you have any questions, please refer to the website or contact Reinhardt University at the numbers below.

Campus Nurse within the Student Health Center
studenthealthcenter@reinhardt.edu, 770-720-5542

Public Safety

**Non-Emergency Phone:** 770.720.5789
**Emergency Phone:** 770.720.5911
publicsafety@reinhardt.edu

Dean of Students – Dr. May

deanofstudents@reinhardt.edu, 770-720-5540

Office of the Vice President for Academic Affairs – Dr. John Miles

VPAA@reinhardt.edu or John.Miles@reinhardt.edu .

**COVID: Specific to ENG 101 030**

We will be following the CDC recommendations regarding masking in the classroom for ENG 101 030.

First, go to the CDC website:

[www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html](http://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html)

Then at the COVID-19 County Check, put in “Georgia” for the state and “Cherokee County” for the county. Then click “go.”

For example, on August 11, the CDC rates the community level of COVID transmission as “low” (green), so masks will not be required in the classroom the first week of class.

The rating system uses a simple three-part system to indicate the level of COVID transmission in any county in the USA: “high” (red), “medium” (yellow) and “low” (green).

**COVID Transition**

High COVID incidence on campus may cause classes to be transferred to an online format. Such a transition may cause a disruption in your lives. I will work to maintain the continuity of our program, but the schedule and organization of the class may be modified to accommodate your needs and the changing condition of the university or county. (Courtesy of Leigh Zeitz)

**Technology Requirements (official from RU)**

Students should be aware of the technological requirements for engaging in class sessions delivered by online conferencing platforms. These class sessions may be accessible by smart devices (phones and tablets.) However, in some situations, a student may find that is it best to access these learning sessions through a computer (laptop or desktop.) Engaging with an online conference can be easier at a computer as it provides larger screens and easier access to chat functions.

Should the course move online, the student will need to be able to share both video and audio during online conferences, so the device chosen must support those requirements. In other words, your device must have a camera and a microphone. If the computer used to connect with an online conference does not have audio and video support, then the student may have success logging in to the conference from two sources: a computer for ease in utilizing chat functions and seeing the presentation, and a smart device to provide audio and video sharing with the conference. If logged in from two devices, please make sure to listen to the audio from the device with the microphone and mute the sound on the other device. This will prevent microphone feedback and echoes. Earphones with microphones (gaming headsets or smartphone earbuds) are recommended.

Students will likely need a computer to submit required files and file types for assignments.

**Flexibility Clause**

The instructor reserves the right to modify the course requirements and other policies as circumstances may dictate, and with sufficient notification to all students. Even the professor can have an unanticipated emergency, and the university—or the community at large—may experience an emergency that requires changing the class schedule or requirements. If I need to invoke this clause you will be notified as soon as possible via email. (Courtesy of Sally Hadden)

**Course Objectives and Learning Outcomes**

**Program Objective 1:** **Writing**

To ensure that students master sound writing skills, including the ability to craft correct and readable prose and to sustain a logical argument (College Objective 1: Communication)

**Learning Outcome 1: Grammar and Punctuation:** Shows knowledge of and skills in the use of the English language

**Learning Outcome 2: Structure and Argument:** Shows facility with expository and argumentative writing

**Means of assessment**:four 3-4 page papers, portfolio writing assignments, participation in workshops for papers

**Program Objective 2: Reading**

To prepare students to read, comprehend, and study independently (College Objective 2: Critical Thinking and Inquiry)

**Learning Outcome 3: Close Reading:** Demonstrates a close reading of the text(s) under discussion

**Learning Outcome 4: Critical Thinking:** Exercises independent thought in the analysis and interpretation of texts

**Means of assessment**:four 3-4 page papers, portfolio assignments, participation in class discussion, presentations

**Program Objective 3: Research**

To equip students with solid research skills, including the ability to use and cite both print and electronic primary and secondary sources (College Objective 2: Critical Thinking and Inquiry and

College Objective 4: Values and Ethics)

**Learning Outcome 5:** Uses appropriate secondary sources to advance an argument

**Learning Outcome 6: Quotations:** Integrates quoted and paraphrased material into essays

**Learning Outcome 7: Ethics:** Demonstrates integrity and ethics in the attribution and citation of source material

**Learning Outcome 8: Citations:** Applies MLA style sheet to citations and Works Cited Page

**Means of assessment**:four 3-4 page papers, portfolio assignments, participation in workshops for papers, presentations

**RU SLOs**

In ENG 101 030, we will be directly developing students’ knowledge and skills of SLOs #1, 2, 3, 4, 5, 6, and 7 as seen by the above **Course Description** and **Assignments and Grade Structure** on pp. 1-2 of the syllabus.

**Reinhardt University Student Learning Outcomes**

**Communication**

Students will demonstrate:

1. Effective expression of ideas through writing, speech, and visual media.

**Critical Thinking and Inquiry**

Students will demonstrate:

1. Integrative, critical thinking and inquiry-based learning using evidence, logic, reasoning, and calculation.
2. Knowledge of various research methodologies, information, technological, and scientific literacy.
3. Independent thought and imagination; preparation for lifelong learning.

**Self, Society and Culture**

Students will demonstrate:

1. Knowledge of the traditions of Western civilization and their global context.
2. Knowledge of the diversity of societies and cultures; the ability to view themselves and the world from cultural and historical perspectives other than their own.

**Values and Ethics**

Students will demonstrate:

1. Integrity and ethical responsibility.
2. Understanding of and commitment to physical, emotional, and spiritual wellness.
3. Stewardship and civic engagement, coupled with the ability to work with others both collaboratively and in leadership roles.

**RU’s Credit Hour Policy**

Over 15 weeks, students will spend 150 minutes per week in lectures, class discussion, and examinations (37.5 hours for the semester). Instructional time includes a 3-hour final exam. Out-of-class work includes homework and preparation for exams and workshops and is estimated at around 300 minutes per week (75 hours for the semester).

***The following is the grade sheet that I will be using to grade students’ essays in ENG 101 030.***

***Please carefully note the five main categories, each of which much be strong in order for that essay to be an A: content/ideas, structure, “surface,” style, citations.***

**Name of Student:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ENG 101 030

Dr. G. Johnson

Fall 2023

Essay 1 Grade Sheet

**Content/Ideas:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(clear overall purpose, sufficient number of key points, each key point supported with evidence/discussion, not underdeveloped, no repetition/padding)

**Structure:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(introduction paragraph, detailed thesis statement, topic sentences, focused body paragraphs, conclusion paragraph, all ideas in a logical order for the topic of the essay)

**“Surface”:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(mistakes involving grammar, punctuation, etc., including: spelling errors, typos, wrong word, subject-verb agreement, other agr, run-ons, comma splices, fragments, missing commas after introductory phrases, etc.)

**Style:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(neutral and formal, not informal, no clichés, not overly vague/general; use of transitions, not “choppy” with abrupt shifts between ideas)

**Citations:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Works Cited page present and correct; in-text citations present and correct; all ideas, words, phrases, and sentences from sources are cited; no plagiarism)

**Comments:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Grade: \_\_\_\_**