

WAYLAND BAPTIST UNIVERSITY

Hawaii Campus

School of Languages and Literature

Wayland Baptist University Mission Statement:

Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success and service to God and humankind.

Course Name: ENGL1301: Composition and Rhetoric

Term and Year: FALL 1 2024

Instructor: Stacy Gallimore

Phone Number: 808-564-3355

Email: gallimores@wbu.edu

Office Hours, Building, and Location:

Kapolei Office: Monday-Friday 9:30-4:30pm (appointments required).

Virtual Office: via Blackboard on **Tuesdays between 10-12p.m (appointment required)**.

I will email you the link when we set up an appointment.

I will answer your email/call as promptly as I can if it is sent within email business hours. However, if the email/call is sent after 5 p.m., I will most likely not respond to it until the next day.

Class Time and Location:

Wednesdays 5:30-8:45 p.m. Face-to-face at Kapolei Campus.

Catalog Description:

Principles of clear, correct, effective, expository writing with illustrative readings and frequent essays and conferences.

Prerequisite:

None

Required Textbook and Resources:

TITLE: The Norton Field Guide to Writing w/Handbook

AUTHOR: Bullock & Weinburg

EDITION: 6th

ISBN#: 9780393655797

You will be able to access the eBook from the link on Blackboard day one of class. The price of the textbook will be billed to your student account.

*Click on the **Automatic eBook link** on our Blackboard site to read all of the essential information about accessing our online textbook.

*** If you choose NOT to use this version, you MUST opt-out by Census Date, or you will be charged,** and refunds are not available. If you choose to opt out, you are responsible for obtaining the textbook on your own. The textbook is needed for Week 1 assignments.

Other Resources:

Access to Internet and back –up media (optional), Computer, Materials for in class notes.

Course Outcome Competencies:

Upon the conclusion of this course, students actively engaged in learning will be able to:

1. Apply standard rules and conventions of the English language to written expressions.
2. Summarize the steps and components of the writing process.
3. Compose academic, nonfiction essays or responses in at least four different rhetorical modes or style.
4. Demonstrate basic college-level research skills.
5. Employ active reading strategies.

The more the student puts into the course, the higher his or her outcome competencies will be.

Statement on Plagiarism and Academic Dishonesty:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

Disability Statement:

“In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation

requests at (806) 291- 3765. Documentation of a disability must accompany any request for accommodations.”

Course Requirements and Grading Criteria

Attendance Requirements:

Any student who misses 25 percent (2 classes) or more of the regularly scheduled class meetings may receive a grade of F in the course.

Note: All Wayland students are expected to attend every class meeting; the minimum percentage of class participation required to avoid receiving a grade of “F” in the class is 75%. Students who miss the first two class meetings without providing a written explanation to the instructor will be automatically dropped from the roster as a “no-show.” Students who know in advance that they will be absent the first two class meetings and who wish to remain in the class must inform the instructor in order to discuss possible arrangements for making up absences.

Participation:

Participation is essential, and includes completing all course readings and homework on time, being on time and present for class, and taking an active part in peer reviews, discussions, and all in-class activities.

Laptops are heavily encouraged (*PLEASE BRING ONE TO CLASS EVERY WEEK IF YOU HAVE ONE*). Appropriate student conduct will be expected of students at all times. While I expect students to be able to share their ideas freely in class, this should only be done in a manner that is respectful to all students in the class. Likewise, I fully expect that our classroom will be a safe learning environment for all, and I will take immediate action to rectify the situation if I deem the classroom to be unsafe for any reason.

Online Netiquette (course behavior online):

Some of your homework this term will involve online writing and responding. Below you will find some important tips for successful online participation.

Preparation For Class

- Find a comfortable place with little to no distractions to do your work.
- Check your Wayland email at least once a day for important announcements and reminders.
- Every week you will need to work through the materials in the folder for that week posted under the “Content Tab” on the Blackboard site.
 - **Wednesday –Friday** Review Weekly Readings and Materials
 - **Friday** at 11:59pm Discussion Boards are due
 - **Tuesday:** Assignments are by 11:59pm

Grade Appeals:

“Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, *or lowered* at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Executive Vice President/Provost to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

Incompletes:

A grade of “I” is given only in the case of a documented emergency provided that the student has been making satisfactory progress. An Incomplete Grade Contract must be completed. I strongly advise you to finish the course this semester. My experience has been that most students who receive incompletes never get around to finishing them. Be sure to check the university’s policy on incompletes. If the incomplete is not made up, the student receives an *F*.

Course Structure and Deadlines:

Some of the assignments have dates that are crucial because they involve other students and group discussion or peer feedback. If you are late on these assignments, you will receive *no credit*. You have FIRM due dates on all assignments that must be adhered to.

Activities, Discussion and Peer Reviews: Each student is responsible for reading, studying, and completing the assigned work.

Written Assignments: Four extended essays will be completed that will be compiled at the end of the term into *one* researched essay.

Discussions: Each discussion should be posted to the appropriate topic area and thread.

Grade Assessment:

Again, you will write approximately 4 major mini essays that will be combined into one major paper. In addition to the discussion assignments, and you may have other brief writing assignments, the kind of occasional “activity assignment” that does not fall neatly into any other category. Each assignment has a point value, which you can find in the unit overviews of assignments. Each assignment includes an explanation of what is expected from you. If you have any questions, please contact me.

University Grading Criteria:

Overview of Assignments & Points:

Assignment Title	Description	Assignment Point Value
Topic Proposal:	½ page describing your topic and the purpose behind your passion for this topic	100
Discussion Boards (20 pts each)	1 discussion response. Reply to at least 1 classmate's post	100
Essays (100pts Each)	APA 12pt New Times Roman font double spaced (1-2 pages not including work cited page)	400
Annotated Bibliography	APA, 12pts Times New Roman font, double-spaced. 4-5 Sources	100
Rough Draft	APA, 12pts Times New Roman font, double-spaced. 4 Pages (not including work cited page; 3 sources	100
Final Paper	APA, 12pts Times New Roman font, double-spaced. 5-6 Pages (not including work cited page; 4-9 sources	200
TOTAL POINTS: 1000		

Grading Scale:

Point range	Letter grade
900-1000	A
800-899	B
700-799	C
600-699	D
Below 600	F

Tentative Schedule:

Important Reminders:

Reading should be done before class on Wednesdays

Syllabi is subject to change.

WEEK	READINGS	ASSIGNMENT
Week 1: Class: 08/14/2024	Syllabus	Discussion Board-8/16/2024
Week 2: Class: 08/21/2024	Chapter 46 Getting a Start on Research	Discussion Board- 8/23/2024
Week 3: Class: 08/28/2024	Chapter 14: Abstracts	Topic Proposal-8/30/2024
Week 4: Class: 09/04/2024	Chapter 15: Annotated Bibliographies	Abstract Assignment-8/27/2024
Week 5: Class: 09/11/2024	Chapter 37: Arguing	Annotated Bibliography- 9/6/2024
Week 6: Class: 09/18/2024	Chapter 54: APA Style	Rough Draft-9/17/2024

WEEK	READINGS	ASSIGNMENT
Week 7: Class: 09/25/2024	No Reading	Peer Review
Week 8: Class: 10/02/2024	No Reading	Final Paper- 10/01/2024

1301 ASSESSMENT RUBRIC for Signature Assignment:

Final Essay will serve as the Signature Assignment for English 1301; in addition to a course grade, it will receive a score through the use of our Department Writing Rubric, which will then be given to the Institutional Research & Effectiveness office for the purpose of assessment.

Requirements	Excellent	Adequate	Deficient	Score
GRAMMAR	Follow standard rules and conventions of the English language in written expressions. (3)	Had some errors. (2)	Paper is full of punctuation and grammar mistakes. (1)	
STRUCTURE	Apply the steps and components of a writing process that helps the student reach a properly structured essay. (3)	Essay had some structure, but an element or two could be improved. (2)	Essay lacked structure. (1)	
RESEARCH	Demonstrate basic college-writing research and critical reading skills. (3)	Had some research or some demonstration of critical thinking skills, but could use additional work. (2)	Student did not demonstrate critical thinking skills or had any research in the paper. (1)	
COMPOSITION	Compose academic essays in various rhetorical modes or genres.(3)	Student may not have turned in an assignment or struggled with a genre. (2)	Student struggled with a genre or we could not assess them due to the lack of work turned in. (1)	

COMMENTS:

FINAL SCORE: ____/12