



UPPER IOWA  
UNIVERSITY

EDUCATION BUILT FOR LIFE

## Course Syllabus

### ENG 101—Basic Composition

Session 1: August 27, 2018 - October 18, 2018

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#### INSTRUCTOR INFORMATION

**Instructor Name:** Kim Groninga

**UIU Faculty Email:** [groningak@faculty.uiu.edu](mailto:groningak@faculty.uiu.edu)

**Availability:** I will respond to student e-mails within 24 hours, Monday-Friday

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#### COURSE DESCRIPTION

**Course Meeting Place:**

Face-to-face: Waterloo Center; Thursdays, 5:30 – 10:00 pm

**Credits:** 3

**Catalog Course Description:** This course includes study and practice of rhetorical conventions and styles, including description, narration, explanation and argument. Students are expected to have already demonstrated college-ready skills in grammar and sentence structure evidenced by a score of 18 or higher on the verbal section of the ACT test of the satisfactory completion of a challenge examination. Emphasis is on the development of a sound understanding of rhetorical principles, and written compositions are regularly assigned. This course does not count toward the completion of the English major.

**Prerequisites:** ACT (verbal portion) of at least 18 or the completion of ENG 100 or successful performance on challenge examination.

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#### COURSE OBJECTIVES

1. Write clear and effective prose in multiple genres and according to specific rhetorical situations.
2. Demonstrate the ability to integrate secondary material as well as personal experience into an expository argument of 800-1000 words.
3. Implement writing strategies to improve the development and clarity of ideas.
4. Evaluate the rhetorical strategies at work within specific texts, highlighting effective persuasive techniques and identifying logical fallacies.

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## GENERAL EDUCATION TASK

University accreditation is important as academic communities, employers, and other constituents recognize it as evidence of quality, which enhances the prestige of the institution, and consequently the value of the degree you will earn. It will be used in general education courses.

### Task 1

Formulate a thesis and develop it convincingly in coherent English prose in written argument of at least 800 words.

### Task Assignment

I-Search Essay (due week 8)

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## INSTRUCTIONAL MODE

All Face to Face

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## HOW CREDIT HOURS ARE MET BY THE COURSE

As a requirement of HLC Accreditation, all UIU courses, regardless of meeting schedule or instructional mode, follow the Federal Credit Hour Definition. ***As such, each credit hour earned at UIU is equivalent to a minimum of 45 hours of student engagement.***

For more information on how specific instructional modes meet this requirement, please see *UIU's Policy Guidelines for Instructional Time Expectations*: [UIU Policies](#)

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## COURSE MATERIALS

It is the student's responsibility to make sure she/he has access to all required course materials by the start of the session.

### Ordering Textbooks

Purchase your textbook through the online university bookstore, [MBS Direct](#), by phone at (800) 325-3252.

### Required Textbooks

The Bedford Guide for College Writers, 11<sup>th</sup> Edition. ISBN: 978-1-319-03959-2

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## COURSE REQUIREMENTS AND GRADING CRITERIA

### Participation

Participation is worth 20 points each week. Much of the work done in class is hands-on and cannot be made up. If you miss class, it is your responsibility to obtain notes from a classmate and to contact the professor for any assignments for which you are responsible. You are not only expected to be present, but also to be engaged.

### Assignments

There will be two major papers in this class—one due at the 3-week mark and one on the final class day.

### Assessment(s)

There are no exams in this class. There might be pop quizzes worth 10 – 20 points each.

### Grading Criteria

The course letter grade will be based on the following grading criteria:

Activity	
Narrative Essay (due week 3)	100 pts
Isearch Essay (due week 8)	200 pts
Participation	160 pts
Quizzes	TBA

### Grading Scale

This course will use the following scale:

There will be 460 points possible plus potential pop quizzes worth 10 to 20 points each. Grades will be based on percentage of points earned.

A	94.00%	100.00%
A- (minus)	90.00%	93.00%
B+	88.00%	89.00%
B	84.00%	87.00%
B- (minus)	80.00%	83.00%
C+	78.00%	79.00%
C	74.00%	77.00%

C- (minus)	70.00%	73.00%
D+	68.00%	69.00%
D	64.00%	67.00%
D- (minus)	60.00%	63.00%
F	59.00%	0

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## GRADES AND FEEDBACK

Papers will be returned to the students within two weeks.

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## SCHEDULE OF READINGS AND ASSIGNMENTS:

**Week One:** Read “More Room” by Judith Ortiz Cofer (483-486, will read in class)

**Week Two:** Read “Writing Process” (p. 6-16) and “Recalling an Experience” (46-61)

**Week Three:** Read “Strategies for Revising and Editing” (442-458); Narrative Essay Due at end of class (students will need access to their files each week in class and will also need the ability to print and should prepare accordingly)

**Week Four:** Read “Finding Sources” (614-634)

**Week Five:** Read “Evaluating Sources” (635-645) “Working with Sources” (645- 661)

**Week Six:** Read “Integrating Sources” (662-673)

**Week Seven:** Peer Reviews (bring two printed copies of your essay)

**Week Eight:** I-Search Essay Due at end of class

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## COURSE EXPECTATIONS

### Email

Students and faculty are required to use their official UIU issued email account – [doej12@peacocks.uiu.edu](mailto:doej12@peacocks.uiu.edu) or [doej@faculty.uiu.edu](mailto:doej@faculty.uiu.edu) or [doej@uiu.edu](mailto:doej@uiu.edu).

### Computer and Internet

Students and faculty should have access to a reliable up-to-date computer, updated virus protection, and an Internet connection to access course materials and complete course activities.

### Late Work

#### Late work during the session

*(State late expectations. For instance, if exams can be made up and if assignments can be submitted late. Explain the effect lateness will have on the final grade. Example: Each assignment and activity has a time frame that will lead to your ability to complete the Senior Project in the eight weeks of this course. If you have a legitimate reason for posting late,*

*please contact me. However, lateness jeopardizes the chance of success, because time will run out. The Draft paper MUST be posted in Week #, the Final paper and Oral Presentation MUST be completed and posted by day four of week eight.)*

## **Incompletes**

**Incomplete form/contract must be signed by instructor, student, chair and dean or program director. Incompletes must be requested prior to session end. [UIU University-Wide Procedures Page](#)**

## **Professional Writing and Speaking Guidelines**

Communications in class and online should follow the Student Conduct and Discipline, Respect for the University Environment, and Code of Student Responsibility in the [Student Handbook](#) (pg 20 and 21). Respect the opinions of others using appropriate language and communications.

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## **UPPER IOWA UNIVERSITY POLICIES**

### **Validation of Enrollment/Non-Attendance**

Enrollment for each course is validated by attending the face-to-face class or posting one or more times in the online classroom, the first week of the session. Failure to validate enrollment when courses begin will result in a grade of NA (never attended) and removal from the course. An NA will be recorded on your transcript and financial aid funding may be affected.

### **Academic Accommodations**

It is the policy of Upper Iowa University to ensure equal access to educational and co-curricular activities to students with disabilities as mandated by the Americans with Disabilities Act Amendments Act (ADAAA) and Section 504 of the Rehabilitation Act of 1973. A student seeking accommodations should contact the Director of Disability Services (DDS) as early in the session as possible. In order to receive accommodations, students must disclose their disability to the DDS by completing a *Voluntary Disclosure Form*, as well as providing appropriate documentation. The *Voluntary Disclosure Form* is available in the DDS office or online at [Disability Services](#). Students will be given a *Request for Accommodations Contract* during their initial appointment with the DDS. **This appointment will be in person for Fayette campus students and over the phone for center, online, and self-paced students.** It is the student's responsibility to provide the instructors with a copy of the *Request for Accommodations Contract* (for Center or online students, these contracts are emailed out to instructors by the DDS for the student). Additionally, students should work cooperatively with their instructors throughout the session to make sure that appropriate accommodations are being made. You can contact the DDS at (563) 425-5949, [disabilityservices@uiu.edu](mailto:disabilityservices@uiu.edu), or stop by the office in the Student Center, Office of Student Life, Room 229.

### **Academic Misconduct Policy**

Cheating, academic dishonesty, and plagiarism constitute a violation of the offender's own integrity, as well as the integrity of the entire University; they will not be tolerated. Violators will receive sanctions based on the level of academic misconduct.

**Cheating** includes, but is not limited to:

- The use of unauthorized books, notes or other sources in the giving or securing of help in an examination or other course assignments.
- The copying of other students' work or allowing others to copy your work. The submission of work that is not your own or allowing others to submit your work as theirs.
- The submission of the same work for two or more classes without the approval of instructors involved.

**Academic dishonesty** includes, but is not limited to:

- Sharing academic materials knowing they will be used inappropriately.
- Accessing another person's work without permission.
- Providing false or incomplete information on an academic document.
- Changing student records without approval.
- Obtaining and using texts or other materials intended for instructor use only.

**Plagiarism** includes, but is not limited to:

- The presentation of another's published or unpublished work as one's own.
- Taking words or ideas of another and either copying them or paraphrasing them without proper citation of the source.
- Using charts, graphs, statistics or tables without proper citation.

**Levels of Academic Misconduct and Sanctions:** The faculty member teaching the course has the primary responsibility for resolving allegations of academic dishonesty, though egregious violations will be resolved by the School administration, the Student Conduct Board, or some combination thereof. Options for resolving an alleged case of academic dishonesty range from dismissing the allegation with no negative sanction to being suspended from the university ([Academic Misconduct Policy: Table 1](#)). A negative sanction is defined as an action taken by the faculty member that affects the student's grade for the assignment or his or her cumulative grade for the course. Alleged acts of academic dishonesty that are resolved without a negative sanction being imposed do not have to be reported to the University. Anytime a negative sanction is imposed the procedures outlined in [Academic Misconduct Policy: Table 1](#) should be followed. The incident will be maintained in a searchable database maintained by the Office Academic Affairs.

### **Withdrawal (W)**

To withdraw from an active course, notify your academic advisor prior to the last day to drop a class, which is the last day of the fifth week of the session. A grade of **W** will be

recorded on the transcript. Informing the course instructor is not sufficient notice for a drop or withdrawal.

### **Administrative Withdrawal (AW)**

Undergraduate:

Centers: When the number of consecutive absences exceeds the number of class meetings per week (3 absences for twice per week classes; 2 absences for once per week classes), the instructor will complete documentation to have a grade of **AW** recorded on the student's permanent record.

### **Copyright Statement**

In recognition of the Copyright Law of the United States (Title 17, United States Code), Upper Iowa University reminds both faculty members and learners that a willful infringement of the law may result in disciplinary action. The University library has available materials discussing the "fair use" concept, along with criteria and guidelines for reproduction and use of copyrighted materials.

This syllabus is tentative and subject to change.

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