Instructor: Avee Chaudhuri  
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Office: Ferguson 275  
Office Hours: MW 10:00 - 11:00 AM, 12:00 - 1:00 PM  
F 10:00 AM - 11:00 AM

Meeting Times and Location: Ferguson 183  
MWF: 11:00 - 11:50 AM

Course Description:
Continued study and application of the writing process and the skills of writing with a focus on the forms of argumentative writing and on research methods, such as gathering, evaluating, summarizing, synthesizing and citing source information. Prerequisite: C in English 131. Must earn a C or higher to be admitted to any English 200-level course.

Course Policies

Coursework and Evaluation

Major Assignments (Essays)

There are five major writing assignments for this class which make up the bulk (85%) of your grade.

Note: All major assignments will be described in depth in their corresponding modules on the courses’s D2L/Brightspace page, including page lengths, source requirements, and proper submission procedures.

- Essay 1: Rhetorical Analysis (15%)
- Essay 2: Rhetorical Analysis Mandatory Revision (10%)
- Essay 3: Literary Analysis (20%)
Participation

Participation is 15% of your final course grade. It is assessed in a variety of ways: quizzes, short in-class writing assignments, contributions to discussions, etc.

Grade and Revision Policies

Your final letter grade will correspond to the following, conventional scale.

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

In short, I don’t allow revisions, unless it is built into an assignment sequence (as with your first and second essays). My hope is that students identify and eliminate mistakes in their writing before submitting the final draft of an essay by 1) being attentive in class 2) emailing me or coming to office hours and 3) forwarding early drafts of an essay for me to review and provide feedback on.

Attendance and Tardiness:

Regular attendance is expected and mandatory. You may have five unexcused absences this semester. An absence will only be excused if it is for a university- or school-related event. So, for instance, if you are sick or have to attend a family event, that will count as an unexcused absence. I understand that there will be unforeseen circumstances that may prevent you from attending class. That’s why I allow for the five free absences. If a student accrues more than five absences, I will dock their participation grade 5% for each additional absence. For example: if you have six unexcused absences and you otherwise have a 90 as your final participation grade, then it will become an 85.

Students should be punctual. If you are more than five minutes late to class, I will count you as late. Two late arrivals to class equal an absence. So if you’re frequently late to class, it will adversely affect your final course grade.

Mental Absences
Simply being present in class does not prevent you from being marked as absent. I will mark you as absent should I observe any of the following behavior/actions.

- Sleeping during a class meeting.
- Doing work for another course.
- Violating the course technology policy (below).
- Leaving the classroom before I dismiss class.
- Failing to complete/perform assigned in-class work.
- Being generally disruptive and/or disrespectful.

**Voluntary Classes**

Occasionally, class attendance will be voluntary because I will decide everyone’s time is best spent working on their own (usually when an essay deadline approaches). However, I will still show up to class if anyone wants to talk about their work. Consider these extended office hours. Attendance is not mandatory, but highly recommended if you feel that you’re struggling with your writing. There is a strong correlation between attending voluntary classes and success in ENG 132. **You will always receive notice of when a class meeting is voluntary via D2L.**

It is a student’s responsibility to keep track of their attendance record. I don’t issue warnings when a student approaches or goes over the limit of “free” absences.

**Late Work:**

I take off 5% for every day (not every class meeting) that an essay is past due, including weekends and holidays. Students who expect to miss class the day that an assignment is due should plan accordingly and **submit the assignment ahead of time.**

**Technology Policy:**

To put it bluntly, no phones, and please remove headphones and similar devices, unless you have my consent. When we do an in-class writing assignment, I am okay with people listening to music on their phones.

Feel free to use tablets and computers to take notes but be forewarned: if the class proctor communicates to me that you are in fact looking at Facebook, shopping on Amazon, etc., I will dock participation points for the week. This will adversely affect your course grade.

**Academic Integrity (A-9.1)**

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of
academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.


The first instance of plagiarism I encounter will result in a zero grade on the assignment plagiarized. I make no distinction between “major” or “minor” plagiarism. For example, if any language, even a single clause in a sentence, is lifted from another source without proper attribution, that is plagiarism and the essay will be scored a “0.” **Do not plagiarize. I cannot emphasize it enough.**

The second instance of plagiarism will result in a failing final course grade.

Just to be clear, I have a duty to report any evidence of academic dishonesty and/or plagiarism. Any such report would be included in a student’s permanent record. I have no latitude in the matter.

**Withheld Grades Semester Grades Policy (A-54)**

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. [http://www.sfasu.edu/policies/5.5_course-grades.pdf](http://www.sfasu.edu/policies/5.5_course-grades.pdf)

**Students with Disabilities**
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

Final Notes/Disclaimers

Amendments to the Syllabus/Course Policies

I reserve the right to modify or add to any of the above, so long as it does not run counter to University or Departmental policies. You will be given ample forewarning of such changes, which will also be documented in an amended syllabus. Changes I have implemented in the past were made to better accommodate students.

The Role of the Instructor

My responsibility is to facilitate each student’s intellectual growth. The model of the instructor as a communal “wisdom-sharer” is not always applicable in the context of ENG 132, especially since students will be responsible for choosing their own research questions and writing topics. Lectures will cover the general skills ENG 132 is intended to develop: information literacy, rhetorical analysis, research and argumentation, but these class lectures are only an introduction to each individual student’s understanding of these skills. For a full sense of how these skills interact with their individual research and writing projects, it is the student’s responsibility to engage the instructor one-on-one. So, I encourage you to visit office hours, attend voluntary class sessions and certainly to send emails. Both earnest communication with your instructor and attending lectures are vital to success in ENG 132!