

English 102: Critical Reading & Writing II

Instructor: Lori Beth De Hertogh
Email: ldehertogh@umassd.edu
Office: LArts 216



Welcome to English 102: Critical Reading & Writing II. I am excited to work and learn with you throughout the semester!

You will find in this course syllabus important information you need for the class including course learning outcomes, instructor office hours, and information on major class assignments.

COURSE DESCRIPTION

ENL 102 is part of the University Studies "cluster 1" category of courses for first- and second-year students, a general education effort that prepares students for major and career work.

Cluster 1 brings together basic skills in thinking, reading, writing and quantitative reasoning and challenges students to apply the skills they develop as engaged citizens of a community that spans the classroom, campus, and the local, regional and global communities beyond. This cluster introduces students to the UMD Commitment to Student Learning and builds a foundation for engagement and integration of knowledge, skills and capacities that will develop throughout the UMassD experience.

Cluster 1 Goals:

- Introduce students to the concepts of the engaged citizen and engaged learning.
- Emphasize the use of critical thinking, reading, and writing and communication as vehicles for engaged learning.
- Foster students' ability to use technology to enhance learning.
- Develop students' ability to reason using quantitative and mathematical information.

COURSE OBJECTIVES

After completing the course, students will be able to:

- Write essays that satisfy the specific needs of audiences in the disciplines of the sciences, social sciences and humanities.
- Write effective syntheses that demonstrate effective critical reading.
- Select, effectively integrate and document appropriate resource materials from library databases and print holdings.
- Demonstrate discipline-specific control of language, style, structure, format, syntax, grammar and mechanics.

COURSE THEME

All English 102 courses at UMass Dartmouth are themed. The theme for this particular course is "Community." Some questions we'll ask throughout the semester include: What is community? How can writing, reading, and research help us understand and work with communities? This course draws on the theme of community to address these questions and to help you advance concepts and skills developed in English 101. We will use group work, readings, research, and class discussions to explore the concept of community.

COURSE MATERIALS

- Course readings will be available via myCourses and/or the library databases
- Binder (either print or electronic) for readings, assignments, and drafts (please bring your binder to each class period)
- Daily access to UMD email account & myCourses
- Reliable method for backing up and storing files
- Microsoft Word
- [Adobe Acrobat Reader](#)

INSTRUCTOR AVAILABILITY

I will hold office hours on Mondays from 1:00-3:00 and Wednesdays from 1:00-2:00 in LArts, room 216. I will have virtual office hours on Sundays from 2:00-4:00. During this time, I will regularly check the "Ask it Basket" for questions as well as be available to talk with you on the phone. (Just email me to let me know you want to call, and I'll send you my number.) In addition to these hours, I typically check my email multiple times each day throughout the week, except on Friday evenings and Saturdays.

Outside of my office hours, the most effective way to reach me is via email and the "Ask it Basket" on myCourses. If you post a question to the "Ask it Basket," I will respond to you the next time I check into class, with the goal of responding to you within 48 hours. Please post general class questions (e.g., inquires about assignments or class content) to the "Ask it Basket" and send personal inquiries (e.g., questions regarding grades or illness) via email. According to University policy, all electronic correspondence must take place either through myCourses or your UMD e-mail address.

ATTENDANCE

Six absences for any reason will be excused. University-sponsored absences, illness, religious observations, and planned absences will count toward your allotted class absences. For any absence beyond six, your final letter grade may be reduced by 1/3. More than 12 absences will result in course failure.

Roll will be taken during each class period. You will be counted absent if you:

- Arrive more than 15 minutes late
- Leave early, sleep, or do work for another class
- Disrupt class—e.g., chatting, text-messaging, or generally disrupting the flow of class

I encourage you to use technology in the class as a tool to help you learn course materials. However, if it's clear you're not using it for learning purposes, I will automatically count you as absent without warning.

Once you are tardy 3 times, it will count as one class absence. You are tardy after class has begun. If you come in late, it is your responsibility to notify me or you may be marked as absent instead of tardy.

If you experience an extreme illness or extenuating circumstances that affect your ability to attend class, please get in touch with me ASAP so we can discuss ways to accommodate your needs.

COURSE CALENDAR

A calendar of class activities, readings, and assignment due dates will be posted on myCourses at the beginning of each assignment unit. Additional readings or activities may be assigned in class. It is therefore in your best interest to regularly attend class so you are up-to-date on assignments.

COURSE ASSIGNMENTS

Below are the major assignments you will complete for the course. All assignments must follow the guidelines in regards to length, content, and focus, submitted in the designated file format, and to the appropriate location to be considered for credit. In addition, some course assignments must be submitted to SafeAssign (a plagiarism detection program) to be considered for credit.

Major Assignments	
Annotated Bibliography	15
Synthesis Essay	15
Community Research	10
Contribution Essay (includes final presentation)	20
Supporting Assignments	
Library Connection Activities	6
*Reading Quizzes/Class Participation	7
*Drafts (5 points each)	15
*Peer Reviews (3 points each)	12
Total	100

*In order to receive credit for reading quizzes/class participation, drafts, and peer reviews, you must be present in class with the required materials and fulfill the assignment guidelines.

ASSIGNMENT HANDOUTS & FILE FORMATS

I will provide a handout and rubric for each major project specifying the general focus of the assignment, how many sources are required, etc. Many students use these materials as a checklist to ensure they have covered all aspects of the assignment.

Assignments should be posted in a Microsoft Word format such as .doc (Word 2003 or earlier) or .docx (Word 2007, 2010, or 2013) or as a .PDF file. I do not accept or grade files in other formats such as .rtf, .wps, .odt or .odf. Assignments posted in the wrong format are considered missing.

GRADE SCALE

Grades are based on a 100 point scale.

Points	Grade	Quality
94-100	A	Exceptional
90-93	A-	Outstanding
80-89	B+ through B-	Excellent
70-79	C+ through C-	Competent
60-69	D+ through D-	Weak
0-59	F	Unsatisfactory

LATE WORK POLICY

Late work is not accepted unless there are extenuating circumstances. All coursework is due by the date indicated on the course calendar, unless otherwise noted. If you really get into a pickle (e.g., illness, family crisis) and need an extension, please try to get in touch with me before your assignment is due, and we'll see if we can work something out.

Your final course assignments will be submitted to SafeAssign. Like all technology, this program can have glitches, so it's a good idea to submit work in advance of the deadline so you have time to address technical issues.

FEEDBACK

My goal is to return assignments to you within 10 working days of submission, if not sooner. Most feedback will be posted to myCourses. (see below) If you ever have questions about my feedback or a grade, please do not hesitate to ask.

myCOURSES

I will post materials such as the calendar, project handouts, feedback, etc. on myCourses. In-class activities (e.g., draft workshops) will not be posted online. I will also use myCourses to keep track of your grades as well as to post important class announcements.

EXTRA CREDIT

You can earn up to four points extra credit for visiting me in my office and/or setting up a time to meet to talk about your writing or course progress. Each office visit is worth 2 points. Please note that mandatory conferences/office meetings or simply dropping by to pick up a paper do not count. We'll talk more about how this works in class. 😊

CONFERENCES

We will meet at least once during the semester for a group conference. During our meeting, we will talk about your current writing project and revision possibilities. Our group conference will be like your peer review sessions in that a small group of us will get together to chat about writing and critical reading skills. **Please be aware that missing a conference counts as 3 absences or the equivalent of 1 week of class. Conference meetings may not be made up.**

ACADEMIC INTEGRITY

Acting with integrity is fundamental to this class, our university, and in general. But academic integrity is a complex issue. The First Year English program will particularly concentrate on how to argue with integrity, especially how to work with and build on other people's ideas. When you have questions about how to work with others, including your classmates and our class texts, please ask.

Intentional academic dishonesty, such as cheating and plagiarism have serious consequences. If you reach the point with an assignment that either the above sound like a good option, come talk to me. This course is meant to help you learn how to read and write complex arguments, and my responsibility is to help guide you through the process. I likely can help you with a writing problem or class issue, as long as you make me aware of it.

Academic integrity also governs how we work with others on assignments. I will explain the parameters for each assignment—when you can work with others and what must be done individually. If you are ever unsure, ask me to clarify. You can access the University's official policy on Academic Integrity by [clicking here](#).

COURSE TOPICS & SUPPORT

The purpose of a university is to disseminate information, as well as to explore a universe of ideas, to encourage diverse perspectives and robust expression, and to foster the development of critical and analytical thinking skills. In many classes, including this one, students and faculty examine and analyze challenging and controversial topics.

If a topic covered in this class triggers post-traumatic stress or other emotional distress, please discuss the matter with the professor or seek out confidential resources available from the Counseling Center, <http://www.umassd.edu/counseling/>, 508-999-8648 or - 8650, or the Victim Advocate in the Center for Women, Gender and Sexuality, <http://www.umassd.edu/sexualviolence/>, 508-910-4584. In an emergency contact the Department of Public Safety at 508-999-9191 24 hrs./day.

UMass Dartmouth, following national guidance from the Office of Civil Rights, requires that faculty follow UMass Dartmouth policy as a “mandated reporter” of any disclosure of sexual harassment, abuse, and/or violence shared with the faculty member in person and/or via email. These disclosures include but are not limited to reports of sexual assault, relational abuse, relational/domestic violence, and stalking. While faculty are often able to help students locate appropriate channels of assistance on campus, disclosure by the student to the faculty member requires that the faculty member inform the University’s Title IX Coordinator in the Office of Diversity, Equity and Inclusion at 508-999-8008 to help ensure that the student’s safety and welfare is being addressed, even if the student requests that the disclosure not be shared.

For confidential counseling support and assistance, please go to <http://www.umassd.edu/sexualviolence/>

ACADEMIC SUPPORT

Our classroom is one place to learn, but you also have access to many other resources. I encourage you to check them all out. Below is a partial list of university support services:

- [Academic Advising Services](#)
- [Academic Resource Center](#)
- [Center for Access and Success](#)
- [Writing and Reading Center](#)

ACCOMMODATIONS FOR LEARNING DIFFERENCES & DISABILITIES

If you have a documented disability and require accommodations to obtain equal access in this course, please meet with me at the beginning of the semester and provide the appropriate paperwork from the Disabled Student Services Office. The necessary paperwork is obtained when

you bring proper documentation to the Disabled Students Services Office (DSS), which is located in Group I, Room 016; phone: 508-999-8711.

[Click here](#) to learn more about the university's procedures for accommodating students with disabilities.

CAMPUS EMERGENCIES

The university has several ways of communicating campus emergencies, such as weather-related closings. The UMassD homepage will also keep you informed. [Click here](#) to sign up for notices.

INCOMPLETES

As a rule, incompletes are not given for English 102 courses. If you feel you require an incomplete for an exceptional reason, please email me and state your reasons for requesting an incomplete. We will then decide on a course of action.

SYLLABUS CHANGES

Except for changes that substantially affect grading, this syllabus is a guide for the course and is subject to change with advance notice.