



**MIDWESTERN
STATE UNIVERSITY**

A Member of the Texas Tech University System

Course Syllabus: Integrated Reading & Writing
College of Humanities & Social Sciences
ENGL 0043 Sections 1R3 & 1R6
Fall 2024

Contact Information

Instructor: Dr. Hillary Coenen

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Office Hours: Mon & Wed 10-11 AM; Tue & Thurs 11AM-12:30 PM; and by Appt.

Course Description

This course provides instruction and practice in analyzing and evaluating textual information and in composing clear and logical texts. The course is required of those students who have not met TSI readiness standards in reading, writing, or both.

Textbook & Instructional Materials

- EA - Lunsford, Andrea, et al. *Everyone's an Author with Readings*, Norton, 2023.
- IQ – InQuizitive for Writers, Norton, 2023. (Both provided in D2L Inclusive Access)
- D2L & MSU Email – Regular access to your MSU email & D2L is essential to your success in this course.

Course Goals

Upon completing this course, students will be able to

- Use vocabulary skills necessary for college-level coursework.
- Identify the structural elements of written materials.
- Demonstrate ability to think critically.
- Write paragraphs & thesis-based essays that provide strong support and specific details.
- Engage in a writing process that includes invention, drafting, and revision.
- Demonstrate proficient use of Standard Written English.

Developmental Requirement

You are enrolled in both ENGL 0043 and 1143 (R section). You may only drop this course under the following conditions:

- You must be enrolled in a beginning or intermediate math class. (Working toward TSI competence is required during each long semester.)
- You may not do so until Oct. 21st, the 9th week of classes. (MSU wants you to stay in the course and improve your skills.)

Grading System & Policies

Table 1: Points allocated to each assignment

Assignments	Points
Unit 1 Assignments <ul style="list-style-type: none"> • Essay Annotations • Rhetorical Analysis Reverse Outline • Writing Conference with Tutor, GTA, or Professor 	250 Total <ul style="list-style-type: none"> • 50 • 100 • 100
Unit 2 Assignments <ul style="list-style-type: none"> • Synthesis Planning • 1 Matrix Entry • Synthesis Practice • Synthesis Reverse Outline • Infographic Sketch • Writing Conference with Tutor, GTA, or Professor 	550 Total <ul style="list-style-type: none"> • 100 • 50 • 100 • 100 • 100 • 100
InQuizitive Quizzes (Complete 20/22 for 10 points each)	200+
Total Points	1000

Table 2: Total points for final grade.

Grade	Points
A	895-1000
B	795-894
C	695-794
D	595-694
F	0-594

Late Assignments

Deadlines are staggered in this class so that assignments build on one another, which means that assignments should be completed according to the schedule to ensure your success. If you anticipate you may have difficulty meeting a deadline, request an extension at least 24 hours in advance. Late assignments, defined as work not submitted to the designated site within 2 hours after the deadline, may be accepted for credit if you consult with me within two business days of the deadline, at my discretion. If you have difficulty submitting or are unsure if your submission was successful, email me with your work attached and explain the issue.

Academic Misconduct Policy & Procedures

Plagiarism is the use of another's thoughts, words, ideas, or lines of argument (including text written by a generation system or artificial intelligence tool) in your own work without appropriate documentation (a parenthetical citation at the end and a listing on the Works Cited page)—whether you use that material in a quote, paraphrase, or summary. At the very least, plagiarism will result in an F on the assignment; at worst, the consequence will be an F in the course. Offenders will be reported to the Chair of the

Department of English, Humanities, & Philosophy and the Dean of Students. Students have the right to appeal an alleged incident of Academic Dishonesty. Find more information about the policy and appeal procedure on page 55 of [the Student Handbook](#).

Use of AI or Writing Technologies

Given that this course serves your success in English 1143, the use of AI is inappropriate in this class. Turnitin does have an AI detector, but it is not 100% accurate. Therefore, if you use AI at any stage in the writing process, you MUST state in the comment section of your submission how you used it (in detail). If an originality checker indicates that your response is more than 30% AI-generated, I will investigate further, and if your response and other evidence indicates that the work you submitted is not more than 70% original, you will not receive full credit for the assignment. There is no uniform policy on AI use at MSU. Make efforts to understand the policy for each course you take.

Revision

You may revise and resubmit any coursework within 2 weeks of receiving feedback and prior to finals week for additional feedback and a new assessment. Grade revisions are negotiated on a case-by-case basis, and all should be preceded by a revision plan with the help of the instructor.

Mid-Term Progress Report

To help track your progress, I'll report Midterm Grades in WebWorld. Midterm grades do not appear on transcripts or affect GPAs. They reflect your standing mid- semester. Students earning a C or below should visit with me and TASP.

Final Exam

This course will not have a final exam.

Instructor Class Policies

Attendance

Punctual, engaged attendance is crucial to your success in this class and in college. More than two weeks' worth of unresolved absences (MWF: 6 classes) will be grounds for the instructor to drop you from the course. Any absences are likely to affect your performance in the course, and it's your responsibility to be present and prepared for class to maximize your learning. If you must miss class for any reason, you may resolve absences by communicating with your instructor. If you must miss multiple sessions for any reason, alert the Dean of Students office so they can verify for instructors.

***Unresolved Absence:** Absences about which you did not communicate to the instructor prior to or within two days of its occurrence.

***Resolved Absence:** Absences about which you have email your instructor prior to or within two business days. Emails should explain what you will do to stay on track.

CARE for Class Community

Together, we'll decide what it means to show that we CARE about our own education and that of our classmates. CARE stands for Communicative, Accountable, Respectful, and Engaged. As a class, we'll describe specific behaviors and practices that correspond with those characteristics:

1R3

- Communicative: Don't be scared to speak up & jump in; Don't talk over others; take turns speaking, and be mindful (demure) re: talk time; hand raise to request a turn in the middle of a conversation; tone: inside voices, clear & projected voice; eye contact between speaker & listener(s); No degrading words; Avoid frequent use of curse words; make responses (verbal or non-verbal) known
- Accountable: Keep up with work & submit on time; Communicate challenges and concerns regarding attendance or deadlines; Plan ahead & manage/budget appropriate time for tasks; be prepared & bring necessary materials to class; Know consequences, consider impact of your choices (syllabus);
 - HC: Make expectations & timelines clear; Align assessment with expectations & class instruction; Giving grades and feedback on time (few days for in-process tasks, ~ 2wks for final projects); Being unbiased (don't have favorites) & don't grade based on ideology or agreement with arguments;
- Respectful: Don't talk over others; Be mindful of conversation & don't make assumptions about others' values or mindset or personal issues; respecting others opinions (not shutting them down or discrediting based on opinion);
- Engaged: Be attentive (look at & face person speaking); responding to questions & stay on topic & focused on relevant conversation; Avoiding unnecessary distractions (phones or other devices; making too much noise; sidebar conversations only at appropriate times; avoid eating meals in class)

Learning with Generosity

As a class community, we have diverse bodies, experiences, and needs. Our differences are strengths and something we should strive to learn from. To learn in a safe environment, we must ardently reject language and behaviors that denigrate others based on identity. In this learning space, hate speech, harassment, discrimination, & violence are not tolerated.

This course encourages discussion and consideration of uncomfortable topics. We work through discomfort and create a brave space for learning and exploration by showing respect for others and consideration of different perspectives. There is a lot we don't know about each other, and our word choice in discussing social & political issues matters! Ignorance is not an excuse for cruelty or dismissiveness, but we all make mistakes as we learn, so we should be willing to forgive & learn from these situations.

Course & Campus Resources

Study Hours and Tutoring Assistance

- TASP's Learning Center is located on the first floor of the Moffett Library, and tutors are available for one-on-one sessions Monday-Thursday from 11 AM-7 PM. You don't need an appointment to use these services. Writing tutors will not edit your papers for you, but they will provide support and feedback at every stage of the writing process, from brainstorming to drafting, revising to proofreading. [See TASP's Webpage for more information.](#)
- English 1143 also has two dedicated TAs who are familiar with your course and resources. Their office is Bea Wood 202, and their [hours will be posted here](#) and on D2L.

University Computer Labs

The University provides four open computer labs with Microsoft Office & internet access.

- Clark Student Center: 24 hours (Mon-Sun)
- Dillard 146: Mon-Thurs 6 AM – 7 PM
- Moffett Library: Mon-Thurs 8AM – 10PM; Fri. 8AM-5PM; Sat 10AM-6PM; Sun 2PM-10PM
- Legacy Hall: 24 hours (Mon-Sun)

Moffett Library

Moffett Library provides resources and services to support student's studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and use information. Explore resources on [Moffett Library's webpage](#) to learn how to best utilize the library.

Email & GroupMe

All emails you send for academic purposes should be revised and edited, including a greeting, body paragraph(s), and closing, to meet professional expectations for emails. For courses, you should indicate your name and the course you're enrolled in. Allow 2 business days for a response to your email. You may also use our class GroupMe to ask questions and share resources among classmates.

D2L & Google Drive

You will use D2L to access most course materials including the syllabus, textbook, announcements, schedule updates, assignment sheets, slideshows, feedback on writing, and other materials. You will also submit formal assignments and discussion board posts on D2L, so please check it daily, especially before our class meets. Google Drive will also be used as a collaborative space and to store class resources.

Access to Microsoft 365

All students can download Microsoft Office 365 free of charge using their MSU Texas student email address. To acquire Office 365, [visit MSU's Student Resources](#).

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact your instructor.

College Policies

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

Important Dates

Last day for term schedule changes: August 29, 2024
Deadline to file for graduation: September 23, 2024
Last Day to drop with a grade of "W:" November 25, 2024

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from MSU may be eligible to receive a refund for all or a portion of the tuition, fees, and room/board charges that were paid to MSU for the semester. However, if the student received financial aid (federal/state/institutional grants, loans, and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. For information about refunds, refer to [Drops, Withdrawals & Void](#)

Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make an application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

I also want to ensure that this course is accessible to all students. If you have problems accessing campus sites or learning materials (physical or digital), talk with me about how we might improve that. I may refer to uses of technology that are not covered during class, but I will provide one-on-one or workshop-based support for students who are unfamiliar with said platforms.

Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License-to-carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by the MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled "Run. Hide. Fight." which may be electronically accessed via the University police department's webpage: ["Run. Hide. Fight."](#)

***Notice:** Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

Course Schedule:

This version of the schedule is a projection. Some items will change throughout the semester, and more details are provided in the [Live Class Schedule on D2L](#). Any changes will be discussed in class and posted to D2L. D2L also houses details for tasks and assignments not listed here.

Weeks	Topics/Activities/Assignments	All Deadlines @ 11:59 PM
Wk 1: 8/26-9/1	Understanding Rhetorical Situations, Media Literacy - Introduce Rhetorical Analysis and ePortfolio Assignments	<ul style="list-style-type: none"> 8/30: IQ- How to Use Inquisitive, & How to Make the Most of the Little Seagull Handbook
Wk 2: 9/2-9/8	Reading Rhetorically & Example ePortfolios	<ul style="list-style-type: none"> 9/6: IQ-Rhetorical Situations & Critical Reading Strategies
Wk 3: 9/9-9/15	Writing Process, Analysis, & Arguments - Introduce Essay Annotation & Reverse Outline Tasks	<ul style="list-style-type: none"> Plan Writing Conference 9/13: IQ- Elements of Argument & Thesis Statements
Wk 4: 9/16-9/22	Genre, Style, Documentation, & Editing - Edit Rhetorical Analysis	<ul style="list-style-type: none"> 9/16: U1 Essay Annotations Due 9/18: U1 RA Reverse Outline Due 9/20: IQ- Incorporating Quotations & Documenting Sources: MLA Style
Wk 5: 9/23-9/29	Reflecting on Writing - ePortfolio Workshops - Introduce Synthesis Unit: Synthesis Planning, Matrix, Essay, Infographic	<ul style="list-style-type: none"> 9/25: U1 Writing Conference Due 9/27: IQ- Editing the Errors that Matter
Wk 6: 9/30-10/6	Research Skills: Finding, Evaluating, & Documenting Sources - Workshopping Research Questions & Matrix Entries	<ul style="list-style-type: none"> 10/2: U2 Synthesis Planning Due 10/4: IQ- Finding Sources & Evaluating Sources
Wk 7: 10/7-10/13	Incorporating Research - Synthesis Matrix & Practice	<ul style="list-style-type: none"> 10/9: U2 1 Matrix Entry Due 10/11: IQ- Integrating Sources & Avoiding Plagiarism
Wk 8: 10/14-10/20	Complementing Research - Complete & Revise Synthesis Matrix	<ul style="list-style-type: none"> 10/18: IQ- Synthesizing Ideas & Punctuating Quotations

Weeks	Topics/Activities/Assignments	All Deadlines @ 11:59 PM
Wk 9: 10/21-10/27	Drafting Synthesis Essay - Introduce Synthesis Reverse Outline	<ul style="list-style-type: none"> ● 10/23: U2 Synthesis Practice Due ● 10/25: IQ- Comma Splices & Fused Sentences
Wk 10: 10/28-11/3	Developing Synthesis Essay	<ul style="list-style-type: none"> ● 10/30: U2 Synthesis Rev. Outline Due ● 11/1: IQ- Sentence Fragments & Mixed Constructions
Wk 11: 11/4-11/10	Revising Synthesis Essay	<ul style="list-style-type: none"> ● 11/6: U2 Writing Conference Due ● 11/8: IQ - Pronouns that Don't Agree w/ Antecedents & Subject-Verb Agreement Errors
Wk 12: 11/11-11/17	New Media, Design, & Public Audiences - Sketch & Plan Infographic	<ul style="list-style-type: none"> ● 11/15: IQ - Verb Tense & Verb Form Errors
Wk 13: 11/18-11/24	Draft & Troubleshoot Infographic	<ul style="list-style-type: none"> ● 11/18: U2 Infographic Sketch
Wk 14: 11/25-12/01	Peer Review Infographic	
Wk 15: 12/2-12/6	Reflect and Demonstrate Learning - Troubleshoot ePortfolio	