

**Instructor:** Ms. Becky Green

**Class Time:** MWF 9:00-9:50 AM

**Location:** BW 122

**Office:** BW 233

**Email:** [becky.green@d2lmail.msutexas.edu](mailto:becky.green@d2lmail.msutexas.edu)

**Office hours:** MWF 10:00-10:50, MW 1:00-1:50, T by appointment

# ENGL 0043-1R1: Integrated Reading & Writing on campus Fall 2023

## Syllabus

### Required Materials:

- 1 3-ring binder, notebook paper, a pen or pencil (I will provide you with dividers. You will build your textbook.)
- Computer access to D2L for quizzes and homework hyperlinks

### 0043 Course Goals:

- Acquire vocabulary skills necessary for college-level coursework
- Identify the structural elements of written college materials
- Demonstrate an ability to think critically
- Write paragraphs and 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
- Additional information about course objectives can be found on the department webpage, <https://msutexas.edu/academics/libarts/english/index.php>.

### 0043 Course Requirements:

- 25% 5 Grammar Quizzes (taken in D2L)
- 20% 1 Conference and 1 Writing Workshop Assignment
- 10% 1 Peer Review (grade shared with ENGL 1143)
- 10% Homework
- 5% Participation
- 20% Synthesis/Research Paper (grade shared with ENGL 1143)
- 10% Final Exam

### Final Exam:

The ENGL 0043 final exam is scheduled for **Saturday, December 9, from 10:30 AM-12:30 PM** on campus. This exam is not available online.

**Dropping the Course:** You are enrolled in both ENGL 0043 and 1143 (R sections). You may drop one course and remain enrolled in the other under the following condition: If you are taking a beginning or intermediate math course, you may drop ENGL 0043 beginning **October 23, 2023**, but no sooner in the semester. You may drop ENGL1143 any time until the final drop date, **October 30, 2023**.

**Grading Policy:** This class does not use the plus/minus grading system. In this class, the following numerical equivalents for final grades are used:

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

**Participation:** Participation is 5% of the grade average for the course. You lose 4 participation points each time you miss class, \*have your cell phone or electronic device within reach in the classroom, sleep during class, or refuse to work with your tablemates. You earn participation points by attending a PYCHSS sponsored event (posted on the classroom bulletin board), meet with the instructor for an extracurricular draft conference, and present proof of work on a paper/essay with a writing tutor in TASP. (\*Research proves that a cell phone within reach mentally removes its owner from the classroom.)

**Midterm Grades:** In order to help students keep track of their progress toward course objectives, I provide a Midterm Progress Report through Navigate. I will submit a report for all students, not just those in danger of failing the course. Midterm grades are not reported on the students' transcript; nor are they calculated in the cumulative GPA. They simply give you an idea of where you stand at the midpoint of the semester. Students are not doing satisfactory work at the midway point should make an appointment with me and consider visiting TASP.

**Submission Format and Policy:** All formal assignments are to be typed and formatted—and outside sources documented—according to MLA style. All formal papers will be uploaded into the D2L Assignment folder.

By enrolling in this class, the student expressly grants MSU a “limited right” in all intellectual property created by the student for the purpose of this course. The “limited right” shall include but shall not be limited to the right to reproduce the student’s work product in order to verify originality and authenticity, and for educational purposes.

Note: You may not submit a paper for a grade in this class that already has been (or will be) submitted for a grade in another course, unless you obtain the explicit written permission of me and the other instructor involved in advance.

**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, please visit <https://www.microsoft.com/en-us/education/products/office?ms.officeurl=getoffice365?ms.officeurl=getoffice365> and create an account.

**University Computer Labs:** The University provides four open computer labs throughout

the week. These four labs feature access to Microsoft Office Suite for writing and internet access for research. You can find these labs in:

Location	Hours
Clark Student Center	24 hours (Mon-Sun)
Dillard 146	Mon-Thurs 6:00 am – 7:00 pm
Moffett Library	Mon-Thurs 8:00 am – 10:00 pm; Fri. 8-5; Sat: 10pm-6 pm; Sun: 2:00 pm-10 pm
Legacy Hall	24 hours (Mon-Sun)

**Late Assignment Policy:** Late in-class assignments, defined as work not submitted by the start of class on the designated due date, will be accepted, at a cost of 10% to the grade. No late work will be accepted more than 48 hours after the original deadline. **All in-class assignments are submitted only in-class.** Do not complete them during class or take them to my office. Grammar Quizzes (GQ) are taken in D2L ENGL 0043. Their due dates are listed on the course home page. The 48-hour rule applies to the quizzes as well.

**Academic Dishonesty:** The term “plagiarism” includes, but is not limited to, the use by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials. All formal papers will run through Turnitin for an originality report. 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, and Philosophy. Please understand that students have the right to appeal an alleged incident of Academic Dishonesty. More information about this policy and appeal procedure can be found on page 55 of the *Student Handbook* <https://msutexas.edu/student-life/assets/files/handbook.pdf>

**Students with Disabilities:** The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Disability Support Services in Room 168 of the Clark Student Center, 940-397-4140

**Safe Zone Statement:** The instructor considers this classroom to be a place where you will be treated with respect as a human being – regardless of gender, race, ethnicity, national origin, religious affiliation, sexual orientation, political beliefs, age, or ability. Additionally, diversity of thought is appreciated and encouraged, provided you can agree to disagree. It is the professor’s expectation that ALL students consider the classroom a safe environment.

**Contacting Your Instructor:** I can best help you face-to-face, so see me after class and during office hours. You do not need an appointment. After hours, email is the best way to contact me. Please note that I will not always reply over the weekend.

**Attendance Policy:** It is important that you attend class and arrive on time. Missed instruction will make it difficult for you to excel in the class. Missed opportunities for participation and explanation of assignments impact your final grade. If you have a total of more than two weeks' worth (MWF 6 classes) of absences (excused or not), you will be in danger of failing ENGL 0043. If you need to miss several classes for personal reasons, you should alert the Dean of Students office and provide the staff with the necessary documentation so that they can verify the situation for all of your instructors. Please see the [MSU COVID webpage](#) for more information should you begin to experience COVID-19 symptoms.

**Tutoring:** Tutoring and Academic Support Programs (TASP) provides free drop-in tutoring for MSU students. Located on the first floor of Moffett Library, TASP's Learning Center provides tutoring support in a number of core courses and subject areas. Writing tutors are available. Remember that students don't need an appointment to utilize these services.

**Writing Proficiency Requirement:** All students seeking a Bachelor's degree from Midwestern State University must satisfy a writing proficiency requirement once they have 1) completed 6 hours of Communication Core and 2) earned 60 hours. Students may meet this requirement by passing the Writing Proficiency Exam, passing two Writing Intensive courses, or passing English 2113. If you have any questions about the exam, visit the [Writing Proficiency Office website](#) or call 397-4131.

**Campus Carry Statement:** Senate Bill 11 passed by the 84th Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective August 1, 2016. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the University's webpage at MSU Texas's [Campus Carry page](#).