

“Never confuse movement with action.” - Ernest Hemingway

Course English 101.08: English Composition I
Professor Roy L. Burkhead, MFA
Term Fall 2017
Meetings Tuesdays, Thursdays: 8:00 a.m. – 9:15 a.m. Memorial Hall, Room 206

Professor’s Contact Information

Primary Contact Info rburkhead@cumberland.edu

Virtual Office Hours Send me an e-mail the day before with two times that work, including your area code and phone number, and I will respond via e-mail to confirm one of the times.

Important Dates **August 30:** Last day to add a class; last day to drop a class.
September 4: Labor Day holiday
October 16-17: Fall Break
September 20: Last day to “W”
October 13: Midterm
October 27: Last Day to “WP” or “WF”
November 23-24: Thanksgiving Break
November 30: Last Day of Class
December 1: Reading Day
December 4-8: Final exams

Email Policies Students are expected to check their Cumberland University email accounts several times a week. I expect students to read all email communications from me. I use email as the primary communication device for the students in case of an emergency. If a student emails me with an emergency, I will make every attempt to respond in a timely fashion. (During the week, I am online after 7:00 p.m. central time.) Read emails and all other online information carefully. Skimming information or sections will cause you to miss important instructions and information.

Technology Requirements and Expectations All cellular telephones, pagers, alarms, and all other audible communicating devices must be turned off and left off during all class and other instructional periods. This includes laptop computers and cell phones. Any exception to this rule must be pre-cleared with the instructor.

Likewise, do not:

- text or check your messages during class
- have ear buds in your ears during any class activity
- put your head down on your desk

If you engage in any of these activities, the teacher will ask you once to stop the behavior. The second time, he will ask you to leave and mark you absent for the day. Your attendance in any class is optional and a privilege. Act as if you have come to class to learn. Do not cheapen the academic atmosphere for either yourself or your fellow students.

Syllabus Statement Consider the assignment-portion of this syllabus a fluid approach to the semester. In all likelihood, these assignments will not change. But the semester may bring with it many opportunities for educational experiences. Lessons could change. Thus, please DO NOT skip ahead to assignments. Otherwise, you run the risk of completing homework that could change.

General Course Information

Course Objectives

- The student will develop essays with sufficient and logistical support.
- The student will develop clearly organized essays, designed with readers’ needs in mind.
- The student will write with clarity and grammatical competence and use conventional punctuation and spelling.
- The student will follow the process of prewriting, drafting, rewriting, and editing in his or her writing.
- The student will read, summarize, paraphrase, analyze, quote from, and write critically about assigned writings.

Course Requirements Students must stay continuously enrolled in ENG 101 and/or ENG 102 until the sequence is successfully completed to satisfy General Education requirements. Students who are repeating this course or have an English ACT score of 19 and below must take ENG 100 in conjunction with ENG 101. Students must earn a "C" or higher in this course.

Required Texts: Kennedy, X. J., Dorothy M. Kennedy, Jane E. Aaron, and Ellen Kuhl Repetto. The Brief Bedford Reader. NY: Bedford/St. Martin's, 2016. (13th edition) ISBN: 1319031188

Hemingway, Ernest. The Snows of Kilimanjaro and Other Stories. NY: Scribner, 1995. ISBN: 10: 0684804441

Olson, Gary A. Guide to General-Education English Classes: "Punctuation Made Simple chapter." This text was part of the general education English curriculum at Western Kentucky University. (Used for English 101.08 with permission.) – This chapter to be provided to students by the instructor.

Course Description This course introduces students to the basic processes by which we order our perceptions of the world. The course begins with exercises in narration and description, moving to less subjective modes such as comparison/contrast, classification, and definition. Attention will be paid to grammar and punctuation to help students produce correct, coherent writing.

The Cumberland Creed Academic honesty is essential to effective learning. Therefore, we as seekers of knowledge hold these as our core values: personal integrity, individual worth, critical and independent thinking, discipline, community responsibility and accountability.

Be aware of Cumberland's Academic Integrity Policy, which spells out consequences for major and minor violations of academic integrity.

Student Effort Expectations I was an undergraduate student, once, as well. I know all about courses that are considered to be an "Easy A." This course is **NOT** one of those. In fact, if you don't take the weekly assignments seriously and make a solid effort, this course will turn out being an easy C or F. Trust me: every semester I have a certain number of students who contact me at final grade time about their grades, and it never makes a difference. You either follow the assignments, or you don't follow the assignments. How does this happen? By playing games with the smaller papers and assignments, not taking them seriously. By offering unbelievable excuses to submit work beyond deadlines, which you won't be able to do.

Not to worry: follow the guidelines outlined in this syllabus, and you will do fine and have a great semester. But take your participation in the course seriously.

Assignments, Academic Calendar, & Dates of Interest

Week of	Activities, Assignments, and Expectations
August 23	First Day of Semester/Classes
August 24	1) Review syllabus; 2) Read Anne Lamott's essay; and 3) read the essay by Kim Brooks. Write an in-class essay in reaction to essays by Lamott and Brooks. Word count: 500-600 words.
August 29	1) This I Believe Lecture; 2) Receive grammar/punctuation handout; 3) In-Class This I Believe Paper; and 4) Syllabus Quiz. Receive Chapter 2 reading assignment over The Writing Process: Pages 29-52
August 31	Grammar & Punctuation Lecture.
September 4	Labor Day holiday
September 5	Grammar & Punctuation Quiz. The Writing Process Lecture.
September 7	Discussion of Narration Reading: Part 1

- September 12** Discussion of Narration Reading: Part 2
In-Class Mini Essay from Additional Writing Topics, page 100
The Writing Process Quiz.
- September 14** First Draft of Narration Paper Due
Peer Review
- September 19** Second Draft of Narration Paper Due
Discussion of Comparison and Contrast Reading: Part 1
- September 20** Last day to “W”
- September 21** Discussion of Comparison and Contrast Reading: Part 2
In-Class Mini Essay from Additional Writing Topics, page 209
- September 26** First Draft of Comparison and Contrast Paper Due
Peer Review
- September 28** Second Draft of Comparison and Contrast Paper Due
Discussion of Process Analysis Reading: Part 1
- October 3** Discussion of Process Analysis Reading: Part 2
In-Class Mini Essay from Additional Writing Topics, page 250
- October 5** First Draft of Process Analysis Paper Due
Peer Review
- October 10** Second Draft of Process Analysis Paper Due
Discussion of Cause and Effect Reading: Part 1
- October 12** Discussion of Cause and Effect Reading: Part 2
In-Class Mini Essay from Additional Writing Topics, page 364
- October 13** Midterm
- October 16 & 17** Fall Break. No Class on October 17. Enjoy your break. Be safe!
- October 19** First Draft of Cause and Effect Paper Due
Peer Review
- October 24** Second Draft of Cause and Effect Paper Due
Discussion of Argument and Persuasion Reading: Part 1
- October 26** Discussion of Argument and Persuasion Reading: Part 2
In-Class Mini Essay from Additional Writing Topics, page 455
- October 27** **Last Day to “WP” or “WF”**
- October 31** First Draft of Argument and Persuasion Paper Due
Peer Review
- November 2** Second Draft of Argument and Persuasion Paper Due
Lecture on Fiction and the Short Story.
- November 7** Lecture on Ernest Hemingway.
Start Discussion on “The Snows of Kilimanjaro” from *The Snows of Kilimanjaro*
- November 9** Finish Discussion on “The Snows of Kilimanjaro” from *The Snows of Kilimanjaro*
Quiz over Fiction/The Short Story/Hemingway
- November 14** “A Clean, Well-Lighted Place” from *The Snows of Kilimanjaro*

November 16	“In Another Country” from <i>The Snows of Kilimanjaro</i>
November 21	“The Killers” from <i>The Snows of Kilimanjaro</i>
November 23 & 24	Thanksgiving Break-November 23 & 24. No homework. No class on November 23.
November 28	“A Way You’ll Never Be” from <i>The Snows of Kilimanjaro</i>
November 30	“The Short Happy Life of Francis Macomber” from <i>The Snows of Kilimanjaro</i> Review for Final Exam
November 30	Last day of class.
December 1	Reading Day.
December 4-8	Finals Week. Final Exam for this Class is Tuesday, December 5. 9:00 a.m. to 11:00 a.m.

Course Policies

<p>Grading (credit) Criteria</p>	<p>You must submit all 10 drafts (first and second draft of each major paper) to pass this course. In addition, take note that there will be no final grade of a C- or D for this course. All formal written essays and papers will receive numerical grades. The final grades are non-negotiable and are based strictly on the student’s earned points. The final grade is calculated on a 1000-point scale, broken out as follows:</p> <p>A: 930-1000 A-: 900-929 B+: 870-899 B: 830-869 B-: 800-829 C+: 770-799 C: 700-769 F: Below 700</p> <p>Essays:</p> <ul style="list-style-type: none"> • Small Reaction Paper to essays by Anne Lamott and Kim Brooks: 30 Points (500 Words) • This I Believe Essay: 30 Points (350-500 Words) <p>Quizzes:</p> <ul style="list-style-type: none"> • Syllabus Quiz: 30 Points • Grammar/Punctuation Quiz: 30 Points • The Writing Process Quiz: 30 Points • Fiction/The Short Story/Hemingway Quiz: 25 Points <p>The Final:</p> <ul style="list-style-type: none"> • Paper over Hemingway & <i>The Snows of Kilimanjaro</i>: 100 Points (750-1000 Words) <p>The Narration Paper:</p> <ul style="list-style-type: none"> • In-Class Mini Essay: 10 Points • First Draft: 25 Points (750-1000 Words) • Peer Review Participation: 10 Points • Second Draft: 100 Points (750-1000 Words) <p>The Comparison and Contrast Paper:</p> <ul style="list-style-type: none"> • In-Class Mini Essay: 10 Points • First Draft: 25 Points (750-1000 Words) • Peer Review Participation: 10 Points • Second Draft: 100 Points (750-1000 Words)
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	<p>The Process Analysis Paper:</p> <ul style="list-style-type: none"> • In-Class Mini Essay: 10 Points • First Draft: 25 Points (750-1000 Words) • Peer Review Participation: 10 Points • Second Draft: 100 Points (750-1000 Words) <p>The Cause and Effect Paper:</p> <ul style="list-style-type: none"> • In-Class Mini Essay: 10 Points • First Draft: 25 Points (750-1000 Words) • Peer Review Participation: 10 Points • Second Draft: 100 Points (750-1000 Words) <p>The Argument and Persuasion Paper:</p> <ul style="list-style-type: none"> • In-Class Mini Essay: 10 Points • First Draft: 25 Points (750-1000 Words) • Peer Review Participation: 10 Points • Second Draft: 100 Points (750-1000 Words)
Resolving Complaints about Grades	<p>There are only two scenarios where a student may appeal a grade. First, the student must demonstrate that s/he was treated differently than the other students in the class. And second, the professor miscalculated the grade.</p> <p>The first step in resolving a complaint about grades is for the student to attempt to resolve the problem directly with the course instructor. If this attempt is unsuccessful and one (or both) of the above scenarios is the case, the student may appeal to Cumberland University's English Department.</p>
University Attendance Policy	<p>Regular and punctual attendance at class sessions and examinations is an obligation that all students are expected to fulfill. Attendance is viewed as essential to effective participation in the instructional program. All instructors will record attendance. Faculty members specify attendance policies in their individual course syllabi. A student may not be penalized for absences resulting from required participation in University activities such as, but not limited to, athletic competition, band and choir performances, field trips, and conferences. Practice associated with University activities is not included. Consideration of absences for illness, emergencies, and other non-sanctioned activities will be at the discretion of the course instructor.</p> <p>Any student missing more than three (3) hours of class instruction will be considered to be in academic difficulty. Absences will be reported by faculty members to appropriate University officials. Absence from class does not constitute official withdrawal from the course. Students who fail to attend the first class meeting without prior approval of the Vice President of Academic Affairs may be dropped from the course to make space available to other students.</p> <p>As a matter of courtesy, a student absent from any class should explain the absence to the faculty member teaching the course. Faculty members and coaches in charge of activities which require students to be absent from class should notify the instructor prior to the absence. Each student must assume personal responsibility for all information, discussion, and conceptual analysis that took place during the class. Absence from class will not be accepted as an excuse for not knowing class material.</p>
Absences	<p>You may miss FOUR classes without penalty. (Athletes—be sure that you know the athletic department's policy on unexcused absences.) Beginning with your fifth absence, regardless of your reason, I will deduct five points from your final average for each absence.</p>
Tardiness	<p>Tardiness is rude, an indication that you are unwilling to make the class a priority and plan ahead so that you can be on time. If you are more than ten minutes late to class, I will deny you admittance to class and mark you absent.</p>
Professor Attendance	<p>If the professor is fifteen (15) minutes late for a class, the class is officially cancelled. Students should return the next class period with the material and assignments due for the cancelled class as well as prepared for the additional material scheduled on the syllabus.</p>
Peer Review Workshop	<p>The first draft of all your major assignments will be peer-reviewed during class. If you report to class without a paper on the date the first draft is due, I will mark you absent and send you away to do your work.</p>

<p>Submitting Assignments, Due Dates, & Late Work</p>	<p>You should save copies of: 1) all of your work and 2) all of your correspondences (emails) to/from me. In all cases, your work will be in a MS Word docfile.</p> <p>Draft Submission: All drafts for this class must be submitted through CANVAS by 8:00 a.m. of the day that the paper is due.</p> <p>Assignments must be completed in the order presented in this syllabus. I will not grade an assignment unless all the previous ones have been completed.</p> <p>Late Papers: If you do not have a draft ready on the day that it is due, you will receive a zero for a daily grade. You'll still have to complete the assignment to earn credit for the course.</p>
<p>Perils of Plagiarism</p>	<p>Plagiarism is a serious academic offense.</p> <p>"Plagiarism is the presentation of someone else's words or ideas as one's own" (Cumberland University Catalog 2010-11, Page 104). This, of course, applies to all work you do, including any draft that you submit to your teacher or present to your peers as your own. Should you commit plagiarism, you will</p> <ul style="list-style-type: none"> • fail this course • be reported for a major violation of academic integrity • receive an FC (Failure due to cheating) as a grade for the course • be on academic probation for a semester (indicated on transcript) <p>Likewise, if another student submits your work, in this class or any other class, you will fail this course. I will also report such matters to the appropriate disciplinary body of the University.</p> <p>All drafts for this class must be submitted through CANVAS by 8:00 AM of the day that the paper is due. When you do this, turnitin.com will process your paper for possible plagiarism.</p>
<p>The Writing Center</p>	<p>The Writing Center provides students with the opportunity to meet one-on-one with a tutor to help improve their writing skills. Whether you just need a second set of eyes to catch minor grammar mistakes or you need help structuring and organizing your paper from the start, the writing center is here to help. The writing tutor can help with any step of the writing process, including citation formatting. The Writing Center located in the Learning and Career Commons in room 116.</p> <p>The Office of Student Success phone number is 615-547-1295. Jordan Russ: Writing Specialist, LCC 116; jnruss66@students.cumberland.edu</p> <p>Extra Credit Alert: Any student who takes one of the major papers (either a first draft or a second draft but not both) to The Writing Center, receives help, AND has someone from the center sign it will receive ONE EXTRA CREDIT point added to the paper's final grade.</p>
<p>Extra Credit</p>	<p>Students are not graded on a curve; the grade earned is the grade received. Many times, a single point makes the difference between an A, B, C, or F. That being said, a student's extra effort is recognized and rewarded. Any student who does one or more of the following will receive ONE POINT for EACH item. It will be added to the end of the final grade at the end of the semester:</p> <ul style="list-style-type: none"> • Take a major paper to The Writing Center and return it to the professor with the appropriate signature; • Attend any single performance of Shakespeare in the Park in Nashville and write a 500-word mini-essay on the event (proof of attendance required); • Attend any event at the Southern Festival of Books in Nashville and write a 500-word mini-essay on the event (proof of attendance required); • During any class during the semester, read one of the handouts given out on the first day of class; or • Attend any play on Cumberland University's campus and write a 500-word mini-essay on the event (proof of attendance required).
<p>Paper Guidelines</p>	<p>All papers must be computer-generated using 12-point, Times New Roman font, with double-spacing, one-inch margins on all four edges and non-justification on the right side of the paper (i.e.: normal paragraphs verses having all your paragraphs come out in square blocks). Use BLACK font color only. Hedging length with large margins, wide line spacing, and incorrect font sizes will result in significant grade reductions. Please be</p>

	aware that all papers will be graded on WORD COUNT, not on page length. Therefore, there is no reason to try and manipulate page properties and formats. It will only cause you to lose additional points.
Wikipedia	NEVER , ever use Wikipedia for any assignment in this class. Any assignment found to be using Wikipedia will receive zero points for the total grade.
Counseling and Disability Services	<p>Students with a disability must register with the Disability Services Office in Labry Hall, room 225, as early as possible in the semester to receive accommodations. Once registered, the student will receive Academic Accommodation Forms from the Disability Services Office, which need to be signed by the student and the professor and returned to Disability Services within 10 business days. You may also contact Disability Services via phone (615.547.1397) or by email (echristian@cumberland.edu). For additional information, please visit: http://www.cumberland.edu/student-life/counseling-center/disability-services/</p> <p>Appointments for individual personal counseling sessions can be scheduled by signing up for a time slot on the door of the Counseling Center, located in Labry Hall 225. You may also schedule an appointment by calling 615.547.1397 or emailing echristian@cumberland.edu. The Counseling Center website also contains additional information that you may find helpful:</p> <p>http://www.cumberland.edu/student-life/counseling-center/services</p>
Adverse Weather	In the event of extreme and/or adverse weather conditions, Cumberland University may be closed. Major television outlets (Nashville stations 2, 4, 5, and 17) as well as radio stations in the area will be notified prior to 6:00 A.M. whenever possible. In addition, the automated switchboard announcement will reflect the decision that the University is closed. Faculty, staff, and students are expected to exercise personal discretion regarding their safety whether the University is open or closed. When in doubt, check the University switchboard automated announcement prior to traveling. If the University closes after the school day has begun, an announcement will be made to the faculty and staff through the voice and e-mail systems. Faculty and staff will then inform the students of the decision to close the University. Subscribe to CUAAlerts.

Descriptions and timelines are subject to change at the discretion of the instructor.