

# EGL 101

## Composition I

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### REQUIRED TEXT

Hacker, Diana. *A Writer's Reference*. 8th ed. Boston: Bedford/St. Martin's, 2015. If you don't purchase and read this text, don't expect to do well in the class.

### COURSE DESCRIPTION AND PURPOSE

The first course in a two semester sequence of English composition, this course is designed to develop the skill to write effective sentences, paragraphs, and themes; to develop writing skills through an understanding of rhetorical forms and devices; and to develop the ability to read with understanding and critical awareness. **Note: You must earn a grade of C or higher to move on to EGL 102.**

### COURSE POLICIES—THESE POLICIES APPLY TO ALL STUDENTS.

#### CONDUCT

**NO FOOD OR DRINKS ARE ALLOWED IN COMPUTER LABS.**

**SILENCE ALL ELECTRONIC DEVICES BEFORE YOU ENTER THE CLASSROOM**

**You will conduct yourselves as adults in this class.** To remain in this class, you must behave maturely, courteously, and responsibly. Bring your texts to class, be attentive, take notes, and actively participate. If you engage in the following activities, **I reserve the right to drop you from this class:**

- treat other class members rudely
- use your cell phone for any purpose
- disrupt class in any way
- come to class unprepared
- read outside materials
- sprawl on your desk
- hold a private conversation
- pack to leave before I dismiss class  
sleep
- write, pass, or read personal notes
- study for other classes
- groom yourself
- wear earphones, ear buds, or Bluetooth devices (even in one ear or around your neck)
- wear sunglasses
- draw in your notebook  
act in any other childish way

Finally, do not turn to look at the clock. I know how to tell time and will let you know when class is dismissed. If you are bored, drop the class. I reserve the right to extend this list if an unanticipated form of unacceptable behavior arises. I hope we will have some fun in class, but I will not tolerate the above

behaviors. **This is the only warning on this matter.** Furthermore, I am not going to put up with immature people who don't want to do assigned work, so if you fall into that group, you will be better off dropping this class today.

## ATTENDANCE

Attendance requires more than simply being in the classroom. Being in attendance means that you are paying attention, taking notes, participating in discussions, preparing for class, and completing assignments on time and as assigned. Attendance is your responsibility and is essential to doing well in this course, so attend every class as defined above if you want a chance to succeed. Lack of attendance will show in the diminished quality of your work, and your work will be rewarded accordingly; I will lower your grade at my discretion for poor class attendance and participation. Active participation in class discussions, workshops, peer evaluation, and other activities is required, and lack of participation can make a substantial difference in your grade for the semester. **Furthermore, students who miss three or more classes before midterm will be dropped from the class.** However, when an absence is unavoidable, it is your responsibility to find out what you missed, and in-class writings and quizzes cannot be made up. **If you must miss two or more classes in a row, contact your professors. For our purposes if you miss two or more classes in a row, I will not accept your work until we discuss the situation. I don't distinguish between excused and unexcused absences.** If you or your family have a vacation planned during this semester that would cause you to miss classes, drop this class or don't go on the trip.

You will arrive on time (**determined by the classroom clock**) and be ready for class when it begins, and you will stay the entire class period. If you must come late or leave early, discuss it with me beforehand when possible. If you arrive late without prior notice, see me at the end of class or you will be counted absent. Regardless of details, late arrivals and early departures are rude and disruptive and count as half of an absence and will count toward absences for midterm dismissal from the class. Additionally, frequent late arrivals, early departures, or excessive absences will be grounds for dismissal from the class. Furthermore, each absence after the fifth, at any time in the semester, will cost you one full letter grade on your final grade for the semester—this class is part of a schedule of your design, so make a commitment to this class or go elsewhere. Finally, you must be an active member of this class before I will accept your essays, so keep track of your absences.

You will have the opportunity to schedule voluntary conferences during the semester, and attending a scheduled conference is required for class participation. If you do schedule a conference, keep your appointment, or call, email, or drop by my office to cancel. If you simply fail to show up for a conference, ten points will be deducted from your essay's final score. Conferences allow you time for one on one input to me and from me. You are in charge during conferences—we will discuss what you think about your writing, and you can ask specific questions on concerns you have about your writing. Conferences are neither a time for me to "fix" your essays nor to check your spelling and proofread your writing.

## COURSE WORK

**All assignments must be turned in to pass this course.** You will write four major assignments and supporting materials over the course of the semester—three drafts of each assignment unless I instruct you otherwise. These assignments will require writing outside of class. When an assignment is made, you will be expected to have begun writing that assignment by the next class period. **Peer editing drafts will be required for each assignment and should be at least two full pages in length—short drafts will**

receive lower scores. **If two copies of your peer draft are not brought to class on the assigned date, the grade assigned to the submission draft will be lowered by 10% (ten percent). A separate Essay Submission Procedure page will be given to you, and it will be considered part of this policy statement.** There will also be several in-class writings, reading assignments, quizzes, and tests. Some of your assignments will require you to become more familiar with documentation of outside sources and with the services provided by the campus library. Library staff members are a major resource in a successful college career. Also, take advantage of the Writing Center on the lower level of the campus library. Writing Center staff members are skilled teachers—a resource that shouldn't be overlooked. However, understand that neither the Writing Center nor I serve as proofreaders. You are responsible for that work. Furthermore, we will read from our text (reading assignments will be provided) as well as several additional sources. These readings will be designed to give us a look into the experiences of other writers and to help us see our connection to the greater world outside our own experiences. I discuss student performance only with students in my classes and with colleagues. It is your responsibility to honestly communicate your progress or lack thereof with parents or guardians. **Save all graded materials when returned.** Retaining these materials will be important for some students for the final assignment.

Unless otherwise noted, all drafts will be composed on a computer and printed to hand in. Composing on computer requires the use of flash drives or other portable storage devices. I recommend the use of quality flash drives such as SanDisk Cruzer Glide. **Save your files to at least two storage devices.** Computer/printer/drive problems and lost essays do not constitute valid reasons for handing work in late—your essay will simply be considered late. Do not type your assignments on a typewriter without my permission. Save all graded essays and quizzes when they are returned to you. **Handwritten copies will not be accepted unless you have a condition that has been documented by appropriate LLCC staff and that prevents use of a keyboard. Emailed essays will not be accepted for any reason. If you fail to turn in a paper simply because you haven't been coming to class, your best bet will be to drop the class. Furthermore, if you haven't been attending class regularly, I reserve the right to NOT accept your essay submissions. Late essays will be lowered in grade at my discretion if I choose to accept them.** Record your grades, absences, late arrivals and early departures on the first page of your notebook for this class. You should keep a separate notebook for each class you attend.

Required supplies that must be brought to every class meeting include a three ring binder or notebook, paper, pens (use blue or black ink only), a flash drive, and your text. **Have your notebook open and be ready to take notes each day when class begins.** Notes will be taken in writing with pen and paper—no laptops or other electronic devices. This list is subject to revision if our needs change. You will also need access to a good dictionary.

Unless otherwise instructed, all reading will be engaged in with Active Reading (also called Critical Reading). Active reading is described on pages 70-79 of *A Writer's Reference*. Use these pages as your guide for all reading assignments this semester. When reading is assigned for a designated class period, you must come with your reading properly annotated, or you will be dismissed from class for the day and will be counted as absent.

## **PLAGIARISM/ACADEMIC INTEGRITY**

Be sure to read Lincoln Land's policy concerning these issues as presented in the current LLCC Catalog. Cheating, lying, attempted intimidation, and plagiarism have serious consequences in this course, and any one of these actions will result in your dismissal from the course. Simply put, in most cases

plagiarism consists of presenting someone else's work as your own. Copying and pasting from a source or recycling an essay, for example, will automatically earn you an F for the semester. You should be capable of the work you will be doing in this class, and the consequences for academic dishonesty **in any form** will be severe. **If plagiarism or other academic dishonesty is proven, a grade of F will be assigned for the semester, and the college will be notified of the incident, and may take additional steps in the matter. Make no mistake—there will be no second chance, and won't care if you will lose a scholarship, a place in the honors program or campus club, or on an athletic team or cheerleading squad.** If you don't know what plagiarism is, see me in my office, follow the link on my Web site, or find out some other way. Ignorance will not be an acceptable defense. Finally, I will retain the original copy of any paper or other documentation for which plagiarism is proven.

## GRADING

Grading will be based on the major assignments, class participation, in-class writings, quizzes and tests, and other activities as described above. **Do not ask for "extra credit" or for extra work to do at the end of the semester to make up for points you failed to earn.** A detailed "grading criteria" can be found on my Web site; become familiar with its details. If the class is participating actively, the following points scale will be used:

Assignment 1	100 points	Your Score _____
Assignment 2	100 points	Your Score _____
Assignment 3	200 points	Your Score _____
Assignment 4	100 points	Your Score _____
Total	500 points	Your Score _____

## WHAT STUDENTS SHOULD LEARN IN EGL 101

- To develop an understanding of the nature of the English language.
- To develop the skill to write effective sentences, paragraphs and essays, employing effective diction.
- To develop the skill to express thought grammatically and effectively.
- To develop the skill to analyze and to apply effective writing techniques found in prose models.
- To develop awareness of rhetoric modes (description; narration; exposition: illustration, process, comparison and contrast, cause and effect analysis, definition, and classification).
- To develop the ability to read with understanding and with critical awareness.
- To develop the understanding that style is the result of effective control of words, sentences and paragraphs.

## NOTICE

If you have a condition that has been documented at LLCC and that requires special accommodations, please let me know today. I will help in any way I can. Also, problems sometimes arise which cannot be handled easily alone. If this happens to you, speak with someone who can help. Don't let things get out of hand before you look for assistance. If you want to speak with someone but don't know who to contact, see me, and I will assist you in making initial contact. If changes occur in my office hours, or if errors exist in this policy statement, you will be notified. I also reserve the right to change this Policy Statement should unforeseen, unacceptable behavior arise.

## STAYING IN THE COURSE

By remaining in the course, you acknowledge that you have read and agree to follow all the policies covered in this document. If you cannot live with the class policy, you must drop the class or suffer the consequences.

## DROPPING THE COURSE

You are responsible for understanding LLCC's procedure for dropping a class. If you stop attending but don't follow the proper procedure for dropping a class, you will receive a failing grade. Also consider your financial aid package and insurance matters before you withdraw from a class. Some financial aid will pay for repeating a course only if you fail the course, while others will do so only if you withdraw. Additionally, some health insurance you have under a parent's policy will be lost if you drop below full-time status.

## SAFETY

Besides general security, campus police provide a variety of safety related services including escorting students to and from the parking lot. However, they are a professional police force and should be afforded appropriate respect. Phone: **786-2278 for non-emergency** calls—**786-2222 for emergencies**.

## RELIGIOUS ACCOMMODATION

If you must miss any class due to religious observance, you must notify your instructor at least ten college business days in advance in order to receive reasonable accommodations.

## DATES OF INTEREST

January 9, 2017	Weekday classes begin
January 12, 2017	Last withdrawal date for tuition refund
January 13, 2017	Last day for adding classes
January 16, 2017	Martin Luther King Day (no classes)
March 3, 2017	Mid semester
March 4-12, 2017	Mid-semester break (college closed)
March 13, 2017	Classes resume
March 29, 2017	Professional Development Day (no classes)
April 28, 2017	Last withdrawal date for W grade
May 5, 2017	Classes end
May 6-11, 2017	Final exams
May 12, 2017	Commencement

## LAST WORD

Don't wait to become concerned with what your final grade will be. If you aren't concerned from the beginning, you will probably not end up with the results you desire. Don't expect to do minimum work

and receive maximum results. My class is a whine-free zone, and I simply will not tolerate immature or rude behavior. **Keep this policy statement with materials you bring to each class meeting, and review it several times during the course of the semester.** Also remember that none of our class materials are posted on Blackboard—refer to the Web site noted at the top of the page. If prompted for a password while on the Web site, that password is **meگو**.

**Re-read this Policy Statement on your own to ensure that you understand it fully.**

**THE FOLLOWING TOPICS WILL NOT BE ACCEPTABLE FOR WRITING ASSIGNMENTS THIS SEMESTER—REVIEW THIS LIST BEFORE STARTING EACH ASSIGNMENT.**

- a Superbowl Game (or any other single sporting event)
- abortion
- ADD/ADHD or overprescribing
- affirmative action or quotas
- age of the Earth/humans co-existing with dinosaurs
- alternative energy or fuels
- animal rights/testing
- athletes/celebrities being overpaid
- autism
- cell phone issues
- cloning
- creatures of legend
- death penalty
- dreams/dreaming
- drinking age/drunk driving
- e-cigarettes
- electoral college
- end of the world theories
- English as America's official language
- euthanasia (mercy killing)
- evolution/creationism/intelligent design
- fad diets
- flag burning
- fast food
- gambling
- gun control/carry conceal
- hazing
- home schooling/prayer in school
- homeopathic medicines
- immigration
- Jack the Ripper, Marilyn Monroe, Tupac, Biggie, or Elvis
- legalization of marijuana for any reason
- media-induced violence or problems—**movies/television/video games**
- near-death experience
- Nostradamus or other prophets
- obesity
- pollution
- Pledge of Allegiance
- right to die
- school uniforms/yearlong school
- school violence
- seatbelt/helmet laws
- serial killers
- sex education/abstinence only
- smokers'/non-smokers' rights/tobacco-related issues
- social media
- spanking
- spirits/ghosts/haunting
- stem cells
- steroids or related topics
- tanning
- the assassinations of Presidents Lincoln or Kennedy or any other topic that intends to prove a conspiracy
- the da Vinci Code
- the rainforest
- the Titanic
- the war on terror/Iraq
- topics which require religious "proof," or other unarguable topics
- traffic cameras
- UFOs, Atlantis, crop circles, faked Moon landing
- "In God we trust" on money
- vaccinations
- vaping
- zero tolerance

These topics have been restricted because they have been overused, or because they don't lend themselves well to academic argument. However, I do want to see a wide variety of topics, so if you have an idea that interests you, run it by me—you would be surprised by what has been approved in the past. Most importantly, choose socially significant topics of interest to you that will also challenge you as a writer. The easy way out is rarely profitable.