



## ENG 1112-06-S22: Composition 1

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570-662-4605 or 570-662-4581

[Class Schedule](#)

[Office Hours](#)

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### Required material:

Bullock, Richard, Maureen Daly Goggin, and Francine Weinberg. *The Norton Field Guide to Writing with 2016 MLA Update: With Readings and Handbook*. 5th edition. W. W. Norton & Company, 2016. (Electronic Version at: [Amazon](#), [Barnes & Noble](#), [Bookus](#), [Norton](#), [Txtbook](#), [VitalSource](#), Used: [AbeBooks](#), [Booksrun](#), Rent: [eCampus](#))

*InQuizitive for Writers*. W. W. Norton & Company, 2014. (Must purchase access through [Norton & Co.](#), \$55 if rented with *The Norton Field Guide*, \$15 separately) [Student Set = 587932 must be accessed through <https://digital.wwnorton.com/fieldguide5rh> ]

Access to *Quip*. <http://quip.com/> (This is productivity suite we will use for peer feedback and collaboration).

Access to a computer, [virtual PDF printer](#), and a high-speed internet connection.

Notebook.

Access to a *Modern Language Association* [Guide](#) to Style and Formatting (See class Downloads page).

### Overview of course:

*Composition I* is designed to help students improve their writing. In this course students will read a collection of descriptive, expository, argumentative, and literary texts and will be asked to reflect both analytically and critically upon each reading and the process of writing itself. The selected readings will demonstrate various styles of writing. During the course, students will participate in a variety of in-class and outside-of-class writing assignments, class discussions, and peer-editing exercises. They will also be introduced to sound research methodology (planning, drafting, and revising) and will write a research paper that demonstrates how they have honed their grammatical, stylistic, and organizational skills during the course.

### Student Learning Outcomes:

ENG 1112 represents a crucial part of the General Education Core Courses and should be taken during a student's freshman year along with COM 1101. These two courses are designed to enhance a student's written and oral communication skills. The prerequisite for ENG 1112 is ENG 0090 or an exemption from this course or equivalent transfer credit. For more information, see [General Education](#). In order to receive credit for completing the New GE Outcomes, students may not take this course as "pass/fail".

Eng 1112 Student Learning Outcomes	Form of Assessment	General Education SLOs
Demonstrate at least an introductory university-level grasp of analytical and critical thinking.	Class Participation, Quip & Homework, Midterm	Written Communication SLO 6 (understand and respond to a moderately sophisticated set of texts) and 7 (recognize, analyze, and employ rhetorical contexts and strategies)
Write a reasonably well-focused, well-organized, and stylistically and grammatically proficient 2-5 page expository, analytical, or argumentative paper.	Small Writing Assignments, Quip & Homework	Written Communication SLO 1 & 4 (write a reasonably well focused, well-organized, and stylistically and grammatically proficient 2- 5 page expository and argumentative essays)
Demonstrate at least an introductory university-level grasp of research methodology, including appropriate use of library and Internet resources.	Quip & Homework, Research Paper	Written Communication SLO 3 (produce a properly documented research essay as a result of their ability to understand a specific research methodology)
Complete a research assignment culminating in a research paper at least 5-7 pages in length that employs at least three sources and follows the MLA guidelines.	Research Paper	Written Communication SLO 3 (produce a properly documented research essay as a result of their ability to understand a specific research methodology)
Use the writing process to initiate ideas, to create and revise drafts, and ultimately to produce a polished product.	Research Paper	Written Communication SLO 2 & 5 (use the writing process to initiate ideas, to create and revise drafts, and to produce a polished product)

### System of Evaluation:

Standards of Measurement			Criteria and Weight	
Performance Description	Grade	Percentage	Class Participation	10%
			Quip & Homework	10%
Excellent	A	93 > 100 %	2 Short Writing Assignments	20%
	A-	90 > 92 %	Midterm	15%
Good	B+	87 > 89 %	Research Paper:	
	B	83 > 86 %	Thesis Statement	5%
	B-	80 > 82 %	Preliminary Bibliography	5%
Satisfactory	C+	77 > 79%	Outline	5%
	C	73 > 76 %	Annotated Bibliography	10%
	C-	70 > 72 %	Rough Draft	0%
Marginal	D+	67 > 69 %	Final Draft	20%
	D	63 > 66 %		
	D-	60 > 62 %		
Failing	F	0 > 59 %	<b>Total</b>	<b>100%</b>

Important Dates	
Feb. 11 <sup>th</sup> , 2022– Thesis Statement	Feb. 18 <sup>th</sup> , 2022 – Short Writing Assignment 1
Feb. 25 <sup>th</sup> , 2022 – Preliminary Bibliography	March 4 <sup>th</sup> , 2022 – Midterm
March 11 <sup>th</sup> , 2022 – Outline	April 1 <sup>st</sup> , 2022 – Annotated Bibliography
April 15 <sup>th</sup> , 2022 – Rough Draft	April 22 <sup>nd</sup> , 2022– Short Writing Assignment 2
May 9 <sup>th</sup> , 2021— Final Draft at 1 PM	

### Cell Phone, Computer, and Social Media Policy:

In the interest of preserving an effective learning environment, cell phones must be turned off or set to “vibrate” during class. In order to keep from disturbing others, you must leave the classroom to accept an emergency call. During the class, students may not engage in any form of social media, send texts or email, or surf the web on non-course related matters on any compatible electronic device. If a student disregards these guidelines, this will result in the device being taken by the professor and turned off for the remainder of the course. Also, his/her participation score will be reduced to 1/2-day unexcused absence. Cell phones, laptop computers, etc. can be used to complete any class-related activities assigned during the same course hour.

### Class Participation:

This course’s format encourages in-class group discussion and peer editing through [Quip](#). During class students are expected to discuss assigned readings, develop critical thinking tasks, and apply analytical concepts. Thus, a student needs to complete each assigned reading before class and become involved as an active participant. Students are encouraged to bring questions to class about the readings, assignments, or research. Students will be assigned a daily grade for class participation and regular and punctual class attendance is expected. In order for an absence to be considered “excused” a student must document any illness, serious mitigating circumstances, or official university representation. Absences due to COVID-19-related illness, quarantine, and/or isolation will be excused as well. Any “unexcused” absence will result in a 15% reduction in the student’s final Participation grade at the end of the semester. If you miss two classes in a row, the professor will send an email to [absent@mansfield.edu](mailto:absent@mansfield.edu) for administrative follow-up.

### Quip and Homework:

Students will be required to keep a writer’s notebook throughout the course on [Quip](#). This notebook will be periodically graded (completed/not completed). In general, the electronic notebook will serve as a reading log and platform for writing and peer review. As such, it represents one half of a student’s “homework” grade. The other half of a student’s homework will be assigned on [InQuizitive for Writers](#), a platform to practice grammar and writing technique.

### Midterm Exam:

The Midterm exam will cover material from various weeks of class discussion, as well as key facts and information gained through the assigned readings. This exam will be comprehensive and accumulative in content and may include true/false, multiple-choice, fill-in the blank answers, as well as, short in-class essay. Students must take the exam during class on Zoom, using a browser and the QuizCreator exam format. If a student is absent, then s/he will receive a zero (unless the student has made a prior arrangement with the professor or can provide the professor with a copy of the signed excuse from a physician, coach or other authority no later than the first-class period after the excused absence).

### Short Writing Assignments:

Students will write two well-focused, well-organized and stylistically and grammatically proficient 2-5 page short writing assignments during the semester. These assignments will build the students expository and analytical skills necessary to complete the Research Paper. These must be typed (Times New Roman 12pt), be written with 2.0 spacing, and have a 1” border.

They may include academic references. If they do, students must follow the MLA Bibliographical Format. Each assignment will be discussed more at length in class.

### Research Paper:

The format of this 5-7-page document must follow MLA guidelines for research papers. The final paper will be completed and evaluated in a **staged process** (Topic, Thesis, Annotated Bibliography, Outline, Rough Draft, and Final Draft). The document's final draft must be typed in 12pt Times New Roman, be written with 2.0 spacing, and have 1" inch margins. Students are expected to share and develop their research paper with their peers and professor throughout the semester both in/outside of class. The Research Paper will be discussed more at length throughout class.

### Suggested Method of Study

Students should expand upon the notes they take in class as soon as possible following each class and should review the previous day's notes before they attend the next class. Students are encouraged to self-monitor their progress and set up a rigorous routine of reading. To avoid burnout, students should always study/write in multiple, staggered, short blocks of time. Each block should be no more than an hour and should include 5-to-10-minute breaks. Integrating numerous small blocks of study time into the weekly schedule is empowering.

### The Syllabus

This syllabus serves as a contractual agreement between you and Dr. William P. Keeth, the Instructor of Record for this course. Only the Instructor of Record may issue your course grade. Presence in this class means that you agree to the items stipulated in the syllabus and are aware of any modifications made throughout the semester. One should periodically check the course web site for any updates to the syllabus and/or class calendar.

### Class records and Grades

Oversee your grade by monitoring your progress and maintaining contact with your instructor. Any student material or record that has been returned to the student becomes the student's responsibility to maintain as a permanent record for the course. Students are responsible for picking up any materials that are made available to them or are returned in class. If a student loses these records and the professor does not have a copy of the material available, the student will receive a failing grade for the particular activity.

### MU's Health and Safety Plan for Spring 2022 and the Student Code of Conduct

Mansfield University's Student Code of Conduct prohibits the violation of any University policy as well as local, state, or federal laws. Expressly included in this expectation are any federal, state, regional, or local emergency orders or declarations, mandatory policies, or mandatory health advisory requirements, including those made by the University President. Mansfield's Health and Safety Guide for Spring 2022 recommends that members of the Mansfield University community comply with certain measures, including social distancing and the wearing face coverings, to help reduce the risk of spreading COVID-19.

Adherence to the isolation and quarantine guidance for exposure or if an individual tests positive for the COVID virus is expected of the entire campus community. Social distancing and the

wearing of face coverings guidance are based on the recommendations from the Centers for Disease Control and Prevention (CDC) in all buildings and classrooms. Face coverings must cover both the nose and mouth, and be of a multi-layer design. KN95 and surgical masks provide the best protection. Neck gators are not acceptable for face covering and should not be used.

Students who do not conform any specified university mandate of mitigation actions are in violation of the Student Code of Conduct and subject to the appropriate sanctions. Violations of the student Code of Conduct, will be reported to the University's chief conduct officer, William Kluge, at [wkluge@mansfield.edu](mailto:wkluge@mansfield.edu). For more information, please see the university's Health and Safety Plan at <http://mansfield.edu/health>.

Regarding the enforcement of Mansfield's Health and Safety Plan, it is important to recognize the critical nature that full compliance with these policies will play in the success of this semester. It must be understood that non-compliance with these policies by just a few could jeopardize the health and safety of the entire Mansfield community as well as our ability to continue offering in-person instruction during Spring2022, and therefore violations will be treated accordingly. As such, repeated violations shall result in the appropriate sanctions based upon the circumstances involved.

Please note: Students who have medical conditions that prevent them from wearing face coverings or complying with other risk-mitigating mandates must contact Melinda Phillips in the Coordinator of Services for Students with Disabilities at [mphillip@mansfield.edu](mailto:mphillip@mansfield.edu) or 570.662.4436 to request accommodations.

#### Students Requesting Academic and/or Access Accommodations

Students with documented learning disabilities, physical challenges, mental health diagnoses, or other significant medical conditions whose learning or participation may be affected in this course, should meet with Melinda Phillips, the Coordinator of Services for Students with Disabilities (SSD Coordinator) in the Office of Services for Students with Disabilities located in 144 South Hall (570.662.4436) for a review of qualification for reasonable accommodations. It is recommended that students contact the SSD Coordinator during the first two weeks of classes or immediately upon diagnosis to ensure accommodations are met in an efficient, appropriate, and timely manner for the best student learning outcome. Upon qualification, the Coordinator will arrange to provide an accommodation letter to the professor for the identification of academic or accessibility adjustments. You must contact the Office of Services for Students with Disabilities to renew accommodation letters at the start of each semester.

#### Mansfield University Statement on Diversity and Inclusion

As expressed in Mansfield University's Mission and Vision statement, our institution strives to "nurture the whole student through an inclusive, diverse, and welcoming community." As such, we welcome students, faculty, and staff from diverse backgrounds. We expect all interactions between community members to be respectful, whether in person or online, both in and out of the classroom.

#### Academic Integrity

The integrity of all scholarly work is at the foundation of an academic community. Students are expected to do their own academic work. Dishonesty in academic work, including cheating, academic misconduct, fabrication, or plagiarism, is unacceptable. Faculty are expected to instruct

students in ways of avoiding these forms of academic dishonesty. Faculty are also responsible for assessing and reporting all charges of academic dishonesty to the appropriate Dean. MU's Academic Integrity Policy can be found at <http://www.mansfield.edu/academic-affairs/faculty-resources/upload/Mansfield-University-Process-for-Reporting-Academic-Integrity-Violations-Rev-3-09.pdf> and the Academic Dishonesty Form may be accessed here or from the Academic Affairs website.

### Copyright

Mansfield University fully supports and adheres to the Copyright laws of the United States and other nations. Respect for intellectual labor and creativity is vital to academic discourse and enterprise. This principle applies to any original work in any tangible medium of expression. Images displayable on computer screens, computer software, music, books, magazines, journals, photographs, and articles are among items subject to copyright. A work need not be explicitly labeled with a copyright notice to be afforded copyright protection. For more information on Copyright please consult the [Mansfield University Copyright Information website](#).

### Student Consumer Rights and Responsibilities

The Higher Education Opportunity Act (HEOA) was enacted in 2008 and reauthorized the amended Higher Education Act of 1965. HEOA requires postsecondary educational institutions to distribute or make publicly available a broad range of information collectively known as Student Consumer Information. Topics covered under HEOA include student financial aid, campus health and safety, student outcomes, as well as general institutional information. Mansfield's Student Consumer Information website is located at this link: <http://mansfield.edu/HEA/>.

### Title IX and Protection of Minors Legislation: Reporting Obligations

Mansfield University and its faculty are committed to assuring a safe and productive educational environment for all students.

#### *Sexual Discrimination or Misconduct and Title IX Requirements*

In order to meet this commitment and to comply with Title IX of the Educational Amendments of 1972, all University officials, volunteers and employees (including student employees) are obligated to report incidents of sexual misconduct of which they become aware to the Title IX Coordinator/designee, unless: 1) they serve in a role that makes such reports privileged or are recognized as providing a confidential resource; or 2) they are a faculty member and learn of the report from a student during a classroom discussion, in a writing assignment for a class, or as part of a University-approved research project. These reporting exceptions do not apply to report of sexual misconduct involving an individual who was, or is, a child (a person under 18 years of age) when the abuse allegedly occurred. When a report involved suspected abuse of a child (an individual under the age of 18 at the time of the incident(s) as reported), all University employees, officials and volunteers are required to notify the University police and the Child Line run by the Pennsylvania Department of Human Services. Reports regarding Title IX and sexual misconduct should be directed to Mansfield University, Title IX Coordinator by [email](#) or using this [website](#). Additional information regarding the reporting of sexual violence and the resources that are available to victims of sexual assault and/or harassment can be found [here](#).

*Protection of Minors Requirements*

Faculty members are obligated to report sexual violence or any other abuse of a student who was, or is, a child (a person under 18 years of age) when the abuse allegedly occurred. Mandated reporters must immediately make an oral report of suspected child abuse to the Department of Human Services (DHS) by calling 800-932-0313. Immediately following the report to DHS, the mandated reporter must notify Human Resources (570-389-4151), as designated in the University's Protection of Minors Policy. No exceptions apply to this reporting obligation. Mansfield University's Protection of Minors policy is available at <https://www.mansfield.edu/hr/protection-of-minors.cfm>.