

University of New Mexico-Valencia Campus
English 220-Expository Writing (Online)
Course Syllabus

Fall 2017
English 220-501
Expository Writing
Online Course-Blackboard Learn
CRN: 41062 (16-Week Course)
Dates: 8/22/2017-12/16/2017
Division Chair: Dr. Dani Martinez
(505) 925-8578

Dr. Heather Wood
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Office Hours: M 11:00A-
2:00P, T 10:00A-2:00P, and
by appointment.

Course Description

Welcome to English 220-Expository Writing. This course surveys American Women Writers who have gained prominence in the literary world from 1850 to the present. In this online class, students will practice their critical thinking and expository writing skills while focused on the works of renowned authors like Sandra Cisneros, Ana Castillo, Maya Angelou, Toni Morrison, Joy Harjo, and Maxine Hong Kingston. Poems, stories, and non-fiction essays will be shared and supplemented with audio, video and PowerPoint presentations to fully bring their writings to life. Students will write short analyses of these writers throughout the semester, examining how their works express intersections of race, class, and gender in American society through the 20th Century. Research, composition, exposition and presentation skills will be practiced and developed. Prerequisite: English 110 with a B or better, or English 120 with C or better.

Student Learning Outcomes

Throughout the semester in English 220, students will progress toward the following student learning outcomes:

Analyze Rhetorical Situation: Students will analyze the subject, purpose, audience, and constraints that influence and determine what kind of document (genre) they will write [NM HED Area I Core Competencies 2 and 3].

Find and Evaluate Information: Students will develop research strategies for their rhetorical situation, and then gather information from primary and secondary sources; they will evaluate the sources for quality, validity, and appropriateness for the rhetorical situation [NM HED Area I Core Competency 5].

Compose Documents: Students will develop strategies for generating content, organizing it into a logical structure, and otherwise shaping it to address the needs of their audience within particular disciplines [NM HED Area I Core Competencies 3 and 4].

Present Documents: Students will edit and revise their writing to provide clear meaning and coherent structure; they will use effective document and paragraph structure, documentation and genre conventions, and document design to create a rhetorically complete presentation [NM HED Area I Core Competencies 3, 4, and 5].

Reflection: In reflecting on major writing assignments, students will be able to explain course outcomes and how they have achieved them [NM HED Area I Core Competency 1].

Required Texts and Materials

- Baym, Nina, and Robert S. Levine, eds. *The Norton Anthology of American Literature*. Shorter Eighth Edition. New York: W.W. Norton and Company, 2013. Print. ISBN 978-0-393-91887-8
- Access to the Internet, Blackboard Learn, and Microsoft Office Suite (available on UNM-VC computers and at the campus bookstore)
- UNM NET-ID
- Flash Drive

Instructor Information

I am available to meet with you during regular office hours for assistance with course-related questions. (See office hours above.) If you cannot meet during these hours, let me know and we can schedule an appointment. I can also be reached by e-mail at hdwood@unm.edu. Student questions can also be shared in the Course Café or addressed within Blackboard Learn shell via the e-mail function. All student queries will receive a response within 24 hours.

Instructor Biography: Dr. Heather Wood has been teaching undergraduate English and Writing for over ten years, motivating her students with a true passion for the written word. Heather teaches all levels of college writing, including English as a Second Language, Developmental English, Rhetoric, Composition, American Literature, and Multi-Cultural Literature. Heather has held previous academic appointments at University of Texas at Dallas, Collin College, Santa Fe Community College, and Dallas County Community College. Her fiction and non-fiction writing has been presented recently at The American Popular Cultural Association Annual Conference, Dallas Institute of Humanities and Culture, Borders Books Poetry in Motion Series, and The Undermain Theatre. She has won several grants, including The Texas Public Educational Grant Award, The Armstrong Fellowship, and the Brettell Travel Grant for Art Historical Research.

Attendance Policy

Regular logins to our course Blackboard page are necessary for success in the course. Assignments open on Monday mornings and close on Sunday nights. Sunday night at midnight is the deadline to turn in the week's assignments. Assignments must be turned in on the Blackboard page in the appropriate assignment area. You can e-mail me at any time through the Blackboard Mail function for assistance with course-related questions. I can also help you via telephone or in person during office hours. If you have questions, it is to your advantage and your responsibility to get the answers you need early on so you don't fall behind in the course. If you like, we can set up an appointment that accommodates your schedule. My contact information is listed at the top of the syllabus and under the faculty profile page on Blackboard Learn.

Plagiarism

Plagiarism is the practice of appropriating someone else's work or ideas and passing it off as one's own. Copying information from the internet is one of the most common forms of plagiarism and is strictly forbidden in college writing. Plagiarism can also include such activities as copying another student's paper, downloading and turning in papers from the Internet, or copying passages from outside sources without proper documentation. Any of these forms of plagiarism is unacceptable. All outside sources will be tracked by internal

electronic source trackers on Blackboard Learn. All research must be properly cited or the offending paper will receive a failing grade. Students who plagiarize may also receive an “F” in the course and may be reported to the judicial affairs office for disciplinary action by the University.

Equal Access

Pursuant to the American with Disabilities Act (ADA), professors accommodate documented special needs of students on campus. If students have a disability, they should contact Accessibility Services to gain knowledge of the academic support services available to them and to sign the proper documentation for the service. Students are responsible for getting all disability forms to the professor as soon as possible. In fact, proper authorization from UNM Valencia Campus Accessibility Services must be provided within two weeks of the start of the course. The office is located in the Student Services Office on the UNM Valencia Campus and their phone number is (505) 925-8580. Please [click here](#) to contact the Equal Access Office.

Navigating Your Online Course

Because this class is administered fully online, it is important to have a high level of skill in operating computers. It is not recommended for students with limited computer skills to take an online course. The following tips will help students navigate the course. If you have computer problems, including log in or technical issues, please call (505) 277-5757. For issues with Blackboard Learn, tutors in the Learning Center can advise you at (505) 925-8907.

Below Are Student Success Tips for this Online Course:

- Be familiar with the syllabus. This document is located on the Blackboard Learn Course home page. Please print it out and refer to it throughout the semester when you have questions. Feel free to e-mail, call or stop by my office hours, as well, for personal attention regarding assignment requirements. If you are not free during my scheduled office hours, please call or e-mail for an appointment. I will be happy to schedule a meeting time that works for you.
- Become familiar with Blackboard Learn software. Click on each of the Course Tools to discover the navigation system of your online course. You may want to visit The Learning Center at UNM-Valencia Campus if you need additional help learning how to interact with the course.
- Keep copies of your assignments organized logically on your flash drive or desktop computer. If you do not know how to save files, please go to The Learning Center or call for assistance. It is important to name all files based on their assignment title so you can easily access and upload them. All documents must be submitted in Microsoft Word file format. Students have access to free Microsoft Office Suite through Outlook Express.
- Be proficient using the Course Messages system in Blackboard Learn. If you need to send me a message, do the following: 1) click on “Course Messages” in Course Tools, 2) then click on “Browse for Recipients,” 3) choose my name, 4) type your message and 5) click “Send.”
- Create a routine—here is a suggested routine to help you get started.
 1. Log on! Lessons open on Monday morning and close the following Sunday night at midnight. On Monday, log in and read the list of assignments for the week.

- Make sure you have all materials you need to complete the assignments, such as page numbers or links. Write down due dates and print out assignments.
2. Read the assignments actively, highlighting important ideas. Use any resources (dictionary, thesaurus, etc.) to help you acquire necessary information. Be proactive and disciplined in your study habits.
 3. Log on periodically throughout the week to check course e-mails and review new threaded discussions or blog responses. Watch for new announcements.
 4. Check Discussions. If discussions are required, please take these exercises seriously. In responses, respect the opinions of others. Finally, run spell and grammar check on your postings.
 5. Importantly, give yourself ample time to submit work well before the deadline. No late work is accepted in the course, so submitting your assignments well before the deadline is highly advised.

Technical Assistance

If you have questions about computer-related problems, please call (505) 277-5757, M-F, 8:00 am-12:00 noon and M-F, 1:00 pm-5:00 pm MST. Computer technicians are available to help you solve those difficult problems. If you do not know how to use one of the Blackboard tools, try one of the tutorials available on the Blackboard Learn information page located here: <http://online.unm.edu/help/learn/students/>. In addition, tutors are available at The Learning Center to help you navigate the course. Please call for an appointment at: (505) 925-8907.

E-Mail Etiquette

E-mails that you write to the instructor during the semester should include professional language, addressed with a subject heading including the type of question you are asking. For example, "Essay 1" would be an appropriate subject heading for a question regarding the first essay. E-mails should also include a salutation. For example, "Dear Professor Wood" would be an appropriate salutation for an electronic message. Be sure to sign your first and last name and proofread your e-mail for grammatical errors. Please avoid text-speak. Learning to write professional e-mails early on is a skill you need as you progress to higher academic levels and career pursuits.

Academic Support

Free tutoring is available at the Learning Resources Center (L Building) on the UNM Valencia Campus. Please call 925-8907 for an appointment. The professor is also available to help you with individual writing issues during office hours or by appointment.

Assignment Policy

All formal writing assignments must follow Modern Language Association format and be typewritten and double-spaced using 12 PT-Times New Roman font. Please use an MLA formatted header. Microsoft Word documents with the file extensions .doc and .docx are the required formats. Other document types do not properly upload.

Required Work and Grading

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|---|---------------|
| • Weekly Discussion Posts | 200 pts (20%) |
| • Weekly Expository Writing Assignments | 700 pts (70%) |
| • Final Reflection Paper | 100 pts (10%) |

There are 1000 points possible in the course. Grades will be determined on a traditional percentage basis, with the appropriate plus or minus sign: 100-90% = A (1000-900 points); 89-80% = B (899-800 points); 79-73% = C (799-700 points); 69-60% = D (699-600); and below = F.

Grading: Rubrics are used to determine whether students meet the learning outcomes of the assignment. Rubrics score areas of student performance that correspond to the learning outcomes above: Rhetorical Analysis, Evaluation of Information, Composition, Presentation, and Reflection.

Score	Grade
93-100	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-76	C
70-72	C-
67-69	D+
63-66	D
60-62	D-
0-59	F

Assessment of Student Work

Student work is assessed based on the Student Learning Outcomes (SLOs) listed at the beginning of the syllabus. Assignment rubrics are utilized, which correspond to the SLOs. These describe whether student work meets the assignment requirements. The activities in the course teach students the skills needed to master the learning outcomes of the course. As mentioned above, rubrics will be made available to students and will appear on the weekly Blackboard page. In general, an “A” is given when work is of superior quality, a “B” is assigned for solid work, a “C” for acceptable work, a “D” for work that does not meet the assignment requirements in one or more ways, and an “F” for work that fully fails to meet the requirements of the assignment. Feedback in the form of rubrics and/or in-text comments will be provided to students so that they can see areas of potential improvement on their assignments.

Late Policy

All work must be turned in by the due date in this course. No late homework, essays, assignments, or quizzes will be accepted.

Student Privacy

Student privacy is strongly protected by professors at the UNM-Valencia Campus. In fact, a federal statute called FERPA (Family Educational Rights and Privacy Act) strictly prohibits the instructor or administrators from talking to anyone but the student about

his/her progress. In sum, parents, relatives, or friends will not be allowed access to information about student performance. There are no exceptions to this policy.

Incompletes: (I) Grade

Incompletes are reserved for extreme circumstances and are rarely granted at UNM-VC. An "I" is assigned if students have completed all of the coursework, but due to some unforeseen emergency (the instructor may ask for documentation concerning the emergency), are unable to complete the Final Essay and Evaluation. Students must complete the work by the end of the following semester, or the University automatically converts the "I" to an "F."

Classroom Behavior

Though this is an online course, the rules below still govern all behavior at UNM campuses. Please be aware of the UNM Student Handbook policies listed below.

- 1) Students must treat one another and the instructor with respect. Derogatory remarks or name-calling is prohibited.
- 2) Students should not interrupt classroom lectures or discussion with non-related comments.
- 3) Students may discuss complaints about the course with their instructor; however, the students must do so in the proper environment, such as the instructor's office during office hours. Constant complaining in class may result in the student being asked to leave for the day's lesson; continued complaining after the first warning may result in the student being dropped from the course.
- 4) Students should not yell or curse at other students or at the teacher. Class time is a professional learning environment. Obscene language will not be tolerated.
- 5) Sexual harassment will not be tolerated.
- 6) Behavior that threatens the safety of any class member, including the instructor, will not be tolerated. The offending student will be asked to leave for the day and may be dropped from the course. Security will be called. Intoxication, physical assault and or battery, violence, stalking, or threats fall into this category.
- 7) Students must not threaten the instructor concerning their grades. This type of behavior is considered harassment and/or verbal assault. Security will be called.
- 8) If you ever feel unsafe on campus, please call security at (505) 925-8570.
- 9) No food or drink is allowed in class.

Title IX Statement

In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees" by the Department of Education (see page 15 -<http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding sexual misconduct, see: <https://policy.unm.edu/university-policies/2000/2740.html>.

Course Calendar

****Below is the assignment calendar for English 220. Specific assignment instructions as well as additional readings, and/or audio/video tutorials will be provided on Blackboard Learn.**

NA=Norton Anthology of American Literature

Week 1 (August 21-27)

Introduction to English 220

Readings: Virginia Woolf, Chapter One of *A Room of One's Own* (Available Under Author Links)

Assignments: Discussion Post 1, Student Contract, Print Out & Read Syllabus

Due: Discussion Post 1, Student Contract

Week 2 (August 28-September 3)

Introduction to the Writings of Ana Castillo

Readings: Various Readings on Ana Castillo (Available Under Author Links)-Ana Castillo Biographical Information, Poem "Women Don't Riot," Poem "While I Was Gone," Bibliography, Interview, and Ana Castillo Professional Website

Assignments: Assignment 1

Due: Assignment 1

Week 3 (September 4-10)

Analysis of the Writings of Ana Castillo

Readings: Article "Teaching Chicana/o Literature in Community College with Ana Castillo's *So Far From God*," by Danizete Martinez (Available Under Author Links); "While I Was Gone" and "Women' Don't Riot" Poems by Ana Castillo (Available Under Author Links)

Assignments: Assignment 2 and Discussion Post 2

Due: Assignment 2 and Discussion Post 2

Week 4 (September 11-17)

History of Women's Rights and Global Gender Equality

Readings: Article "Declaration of Sentiments & Resolutions" by Elizabeth Cady Stanton *et. al.* & "Remarks at the UN Commission on the Status of Women" by Hillary Rodham Clinton (Available Under Author Links)

Assignments: Assignment 3 and Discussion Post 3

Due: Assignment 3 and Discussion Post 3

Week 5 (September 18-24)

Introduction to the Writings of Sandra Cisneros

Readings: Selections by Sandra Cisneros (NA PP. 1587-1595); Sandra Cisneros Website and Biographical Information

Assignments: Assignment 4

Due: Assignment 4

Week 6 (September 25-October 1)

Introduction to the Writings of Leslie Marmon Silko

Readings: Selections by Leslie Marmon Silko (NA PP. 1543-1550); [Leslie Marmon Silko Page on the Poetry Foundation Website](#)

Assignments: Assignment 5 & Discussion Post 4

Due: Assignment 5 & Discussion Post 4

Week 7 (October 2-8)

Introduction to the Writings of Julia Alvarez

Readings: Excerpt from "Yo!" by Julia Alvarez (NA PP. 1569-1577); Please review the [Julia Alvarez Page on the Poetry Foundation Site](#), [Julia Alvarez.com](#), and the [New York Times Review of "Yo!"](#)

Assignments: Assignment 6

Due: Assignment 6

Week 8 (October 9-15)

Introduction to the Writings of Gloria Anzaldua

Readings: "How to Tame a Wild Tongue" by Gloria Anzaldua (NA PP. 1520-1529), "[How to Tame a Wild Tongue](#)" [Literary Analysis](#), and Biography of Gloria Anzaldua on the [Annenberg Lerner Website](#)

Assignments: Discussion Post 5 & Assignment 7

Due: Discussion Post 5 & Assignment 7

Week 9 (October 16-22)

Introduction to the Writings of Joy Harjo

Readings: Selections by Joy Harjo (NA PP. 1578-1581)-Biographical Essay, Poems "Call It Fear" and "White Bear"; [Joy Harjo Biography on Poets.org](#), [Joy Harjo Personal Website](#), and [Joy Harjo Page on the Poetry Foundation Website](#)

Assignments: Assignment 8

Due: Assignment 8

Week 10 (October 23-29)

Introduction to the Writings of Toni Morrison

Readings: "Recitatif"-A Short Story by Toni Morrison (NA PP. 1401-1416); [Toni Morrison Biography](#), [Toni Morrison Interview](#), and [New York Times Article on Toni Morrison](#)

Assignments: Assignment 9

Due: Assignment 9

Week 11 (October 30-November 5)

Introduction to the Writings of Alice Walker

Readings: "Everyday Use" by Alice Walker (NA PP. 1530-1537); [Alice Walker Website](#) and [Alice Walker page on Poetry Foundation Website](#)

Assignments: Assignment 10 and Discussion Post 6

Due: Assignment 10 and Discussion Post 6

Week 12 (November 6-12)

Introduction to the Writings of Maya Angelou

Readings: Chapters 1-5 of "I Know Why the Caged Bird Sings" by Maya Angelou; Maya Angelou Website and Maya Angelou Page on the Poetry Foundation Website

Assignments: Assignment 11

Due: Assignment 11

Week 13 (November 13-19)

Introduction to the Writings of Maxine Hong Kingston

Readings: "No Name Woman" from *The Woman Warrior*, a memoir by Maxine Hong Kingston (NA PP. 1506-1515); Maxine Hong Kingston biography and Review of The Woman Warrior on Slate.com

Assignments: Assignment 12

Due: Assignment 12

Week 14 (November 20-26)

Introduction to the Writings of Willa Cather

Readings: The prologue and Book One of "Death Comes for the Archbishop"; New York Times Travel Article on "Death Comes for the Archbishop", and biography of Willa Cather

Assignments: Assignment 13

Due: Assignment 13

Week 15 (November 27-December 3)

Introduction to the Writings of Willa Cather (Continued)

Readings: Book Two of "Death Comes for the Archbishop"; New York Times Travel Article on "Death Comes for the Archbishop", and biography of Willa Cather

Assignments: Assignment 14

Due: Assignment 14

Week 16 (December 4-9)

Course Conclusion

Assignments: Final Self Reflection Paper

Due: Final Self Reflection Paper

Note** Additional Weekly Readings and Multi-Media May Be Added on Blackboard Learn (Please Check Assignment List Online Every Monday for Final Assignment List)