

**Fall 2024**

**ENGL 1110.502**

**Class Time: MW, 3:00-4:15pm**

**Instructor: Rebekah Rendón**

**Office: VAAS 113**

**Office Hours: W, 12:15-1:15pm**

**email: rrendon19@unm.edu**



I look forward to working with you as we learn how to use the English language to convincingly argue in favor of things we care about and to use our brains to challenge and refute weak arguments when we see them. This will not be an easy-breezy class. I will make you read and I will make you write. My goal in this class is to build your confidence as a writer and thinker. If that's okay with you, stick with me

### **Course Description:**

In this course, students will read, write, and think about a variety of issues and texts. They will develop reading and writing skills that will help with the writing required in their fields of study and other personal and professional contexts. Students will learn to analyze rhetorical situations in terms of audience, contexts, purpose, mediums, and technologies and apply this knowledge to their reading and writing. They will also gain an understanding of how writing and other modes of communication work together for rhetorical purposes. Students will learn to analyze the rhetorical context of any writing task and compose with purpose, audience, and genre in mind. Students will reflect on their own writing processes, learn to workshop drafts with other writers, and practice techniques for writing, revising, and editing.

### **Student Learning Outcomes**

1. Analyze the rhetorical situation for purpose, main ideas, support, audience, and organizational strategies in a variety of genres.
2. Employ writing processes such as planning, organizing, composing, and revising.
3. Use a variety of research methods to gather appropriate, credible information.
4. Evaluate sources, claims, and evidence for their relevance, credibility, and purpose.
5. Quote, paraphrase, and summarize sources ethically, citing and documenting them appropriately.

6. Integrate information from sources to effectively support claims as well as other purposes (to provide background information, evidence/examples, illustrate an alternative view, etc.).
7. Use an appropriate voice (including syntax and word choice).

**Library Information Literacy Outcomes**

- Students will access Libros library database software and find a book relevant to the writing project.
- Students will learn how to skim the book and find quotations that are both relevant and appropriate for the paper.
- Students will be able to identify what type of database source they have found, e.g. magazine, journal, newspaper, website.
- Students will write a correctly formatted Works Cited page.

The assignment syllabus is a tentative schedule. Any changes will be announced.

Late assignments will be docked 5 points per day after the due date. Late assignments will no longer be accepted two (2) weeks after the due date. Exceptions can be discussed on a case-by-case basis.

Don't hesitate to contact me with any questions or concerns.

**Grading**

3 Major Assignments (100 points each)	300
3 Minor Assignment (50 points each)	150 pts.
Discussion Posts/Reading Responses	200 pts.
3 First Drafts (50 points each)	100 pts.
Reflective Journal	100 pts.
Portfolio	200 pts.
<b>Total Points Possible</b>	<b>1000 pts.</b>
<i>Possible Extra Credit</i>	50 pts

This is a three credit-hour course. Class meets for two 75-minute sessions of direct instruction for fifteen weeks during the Fall 2024 semester. Please plan for a *minimum* of six hours of out-of-class work (or homework, study, assignment completion, and class preparation) each week.

Students may receive up to 25 points (5 points each session) for attending tutoring sessions. Students may receive up to 25 points for attending an approved English department event.

Please:

- Be familiar with your syllabus. It is located on the Canvas home page for English 1110. Refer to the syllabus throughout the semester when you have questions. Feel free to stop by my office hours, as well, for personal attention regarding essay requirements or e-mail for an appointment if the hours do not fit into your schedule.
- Become familiar with Canvas software. Click on all the Course Tools to discover what is available to you in your online course. You may want to visit The Learning Center at UNM Valencia Campus if you need additional help learning how to navigate.
- Keep copies of all your work. Saving all writing is necessary. Learn how to save Word or RTF files to your desktop or a flash drive.
- 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 10:00 pm. 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. Jot down due dates and print out assignments.
  2. Read the assignments actively, highlighting important ideas. Use any resources (dictionaries, asking questions, etc.) to help you acquire the information the session is trying to relay. 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. Read questions I have posted for the week, your classmates' and my responses, and enter your own answers. Your responses are an important part of your grade, so please take these exercises seriously. In responses, respect others. Finally, run spell and grammar check on your postings.
  5. Importantly, give yourself ample time to submit work well before the deadline. You can submit work right at 10:00 pm, but this practice is very, very risky. For example, computer failures, corrupted discs, and Canvas outages are no excuse for work not completed (UNM VC policy). Plan for problems like these because meeting deadlines will help you successfully complete the course.

**Instructor Information:** My office hours are Wednesday, 12:15-1:15 or by appointment. My office is in VAAS, Room 113. Email me anytime, but keep in mind that I am generally not online after 5:00 pm and before 8:00 am. Please give me 24 hours to respond, Monday through Friday. I will respond to weekend emails on Monday morning.

**Tutoring:** Free online tutoring is available through the Writing Center.

**Attendance Policy and Overall Participation:** It is your responsibility to keep up with reading and assignments, and/or to contact me if you have questions about the material.

**Required Work and Grading:** All formal writing assignments must follow MLA format, be in Microsoft Word (or Word compatible), and be double-spaced in a 12pt, Times New Roman font. Alterations to this format can be discussed as they arise. Grades will be determined on a traditional percentage system, 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. **You need a “C” (73% or 730 points)** to pass this course.

**Canvas:** Students are responsible for posting responses to discussion questions and prompts that I have posted on our UNM Canvas site. These questions are designed to generate discussion, promote further inquiry into our topics, and scaffold the essays.

**Essays:** You are required to submit 3 formal 4-5 page essays (not including the Works Cited page). Each essay requires at least one credible source to be incorporated in text and in the Works Cited page. I will provide instructions and rubrics for each assignment at the beginning of each new unit.

**Late Policy:** I will not accept essays more than two days after the assigned date. For each day the essay is late, the assignment will be marked down half a letter grade, so make sure to turn in your essays in a timely manner. If there are extenuating or emergency circumstances, we may discuss alterations to this schedule.

**Participation:** Participation is mandatory in this course. Participation means actively participating in your education; if you do not log-in to Canvas and complete assignments on a regular basis you will, most likely, be dropped.

### **Final Portfolio**

The Final Portfolio packet contains a collection of your writing that indicates whether you have mastered the learning objectives of the course. The Final Portfolio must contain the following items:

1. **Reflection Cover Letter:** This letter is addressed to your professor with an MLA header.
2. **The final drafts of the student’s first two assignments.**
3. **Creative revision of one essay written during the semester.**

**\*\*All final drafts must be typed and in MLA format.\*\***

**Please Note: You need a “C,” at least 73% to pass the course:** A “C -” means that the student has failed the course and must retake the course.

**Student Privacy:** Student privacy is strongly protected by professors at UNM-VC. The federal FERPA strictly prohibits the instructor or administrators from talking to anyone but the student about his/her progress. If a student has questions about a grade on an assignment or about the final grade for the course, FERPA dictates that the student is the only one who may speak to the instructor regarding their grades. All other outside requests for information release must be sent to and approved by the UNMVC registrar: (505) 925-8580 <http://www.unm.edu/~unmvc/Admissions/admiss.htm>

**Citizenship and/or Immigration Status:** All students are welcome in this class regardless of citizenship, residency, or immigration status. Your professor will respect your privacy if you choose to disclose your status. As for all students in the class, family emergency-related absences are normally excused with reasonable notice to the professor, as noted in the attendance guidelines above. UNM as an institution has

made a core commitment to the success of all our students, including members of our undocumented community. The Administration's welcome is found on our website: <http://undocumented.unm.edu/>.

**Plagiarism:** Plagiarism means using language and/or ideas without acknowledging their source. Plagiarism includes such activities as copying another student's papers or ideas, downloading and turning in papers from the Internet, or copying passages from sources without proper documentation, or rephrasing an author's ideas and presenting them as the student's new, original thoughts. Plagiarism in this course may result in one or more of the following consequences: failure of the assignment, failure of the course, or disciplinary action by the University. To learn how to avoid plagiarism, students can speak to me, consult a tutor, or refer to <http://library.acadiau.ca/tutorials/plagiarism/>

### **Online Behavior**

- Our class is an inclusive environment where everyone is welcome. Treat each other with **respect**. Derogatory remarks, name-calling, trolling, bullying, and bigotry are prohibited.
- Students may discuss with me complaints about the course; however, the students must do so in the proper environment, such as via email or during office hours.
- Discussion boards are a professional learning environment. Treat them as such.
- Sexual harassment will not be tolerated.
- Students violating any of these rules may be dropped.

**Equal Access:** Student Services provides academic support to students who have disabilities. If students think they need alternative formats for completing coursework, they should contact this service right away to ensure their needs are met in a timely manner. Students are responsible for getting all documented forms to me as soon as possible. I cannot accommodate any special needs without the proper authorization from UNM Valencia Campus Accessibility Services. They are located at Advisement & Counseling Services, Student Services Building, 280 La Entrada Rd., Los Lunas, NM 87031, 505-925-8560. <http://www.unm.edu/~vcadvise/equalaccess.htm> . Pursuant to the American with Disabilities Act (ADA), I accommodate documented special needs and encourage students to discuss their concerns with me.

**COVID-19 Health and Awareness:** UNM is a mask friendly, but not a mask required, community. If you are experiencing COVID-19 symptoms, please do not come to class. If you do need to stay home, please communicate with me at [ ]; I can work with you to provide alternatives for course participation and completion. Let me, an advisor, or another UNM staff member know that you need support so that we can connect you to the right resources. Please be aware that UNM will publish information on websites and email about any changes to our public health status and community response.

**Support:** PASOS Resource Center (505) 925-8546, <mailto:pasos@unm.edu>. The Resource Center is an on-campus center that serves as a "one-stop" for all non-academic needs of UNM-Valencia students.

**Accommodations:** UNM is committed to providing equitable access to learning opportunities for students with documented disabilities. As your instructor, it is my objective to facilitate an inclusive classroom setting, in which students have full access and opportunity to participate. To engage in a confidential conversation about the process for requesting reasonable

accommodations for this class and/or program, please contact Accessibility Resource Center at [arcsrvs@unm.edu](mailto:arcsrvs@unm.edu) or by phone at 505-277-3506. The [UNM-Valencia Equal Access Services](#) (Sarah Clawson, Coordinator), at (505) 925-8840 or by email at [sjclawson@unm.edu](mailto:sjclawson@unm.edu).

**Support:** Contact me at [ ] or in office/check-in hours and contact. The [UNM-Valencia Equal Access Services](#) (Sarah Clawson, Coordinator), at (505) 925-8840 or by email at [sjclawson@unm.edu](mailto:sjclawson@unm.edu), Or [Accessibility Resource Center \(https://arc.unm.edu/\)](https://arc.unm.edu/) at <mailto:arcsrvs@unm.edu> (505) 277-3506.

**Title IX:** Our classroom and our university should always be spaces of mutual respect, kindness, and support, without fear of discrimination, harassment, or violence. Should you ever need assistance or have concerns about incidents that violate this principle, please access the resources available to you on campus. Please note that, because UNM faculty, TAs, and GAs are considered "responsible employees" any disclosure of gender discrimination (including sexual harassment, sexual misconduct, and sexual violence) made to a faculty member, TA, or GA must be reported by that faculty member, TA, or GA to the university's Title IX coordinator. For more information on the campus policy regarding sexual misconduct and reporting, please see:

<https://policy.unm.edu/university-policies/2000/2740.html>.

**Support:** [LoboRESPECT Advocacy Center](#), the [Women's Resource Center](#), and the [LGBTQ Resource Center](#) all offer confidential services.

**Land Acknowledgement:** Founded in 1889, the University of New Mexico sits on the traditional homelands of the Pueblo of Sandia. The original peoples of New Mexico Pueblo, Navajo, and Apache since time immemorial, have deep connections to the land and have made significant contributions to the broader community statewide. We honor the land itself and those who remain stewards of this land throughout the generations and also acknowledge our committed relationship to Indigenous peoples. We gratefully recognize our history.

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**Respectful and Responsible Learning:** We all have shared responsibility for ensuring that learning occurs safely, honestly, and equitably. Submitting material as your own work that has been generated on a website, in a publication, by an artificial intelligence algorithm, by another person, or by breaking the rules of an assignment constitutes academic dishonesty. It is a student code of conduct violation that can lead to a disciplinary procedure. *Please ask me for help in finding the resources you need to be successful in this course. I can help you use study resources responsibly and effectively.* Off-campus paper writing services, problem-checkers and services, websites, and AIs can be incorrect or misleading. Learning the course material depends on completing and submitting your own work. UNM preserves and protects the integrity of the academic community through multiple policies including policies on student grievances (Faculty Handbook D175 and D176), academic dishonesty (FH D100), and respectful campus (FH CO9).

These are in the *Student Pathfinder* (<https://pathfinder.unm.edu>) and the *Faculty Handbook* (<https://handbook.unm.edu>).

Connecting to Campus and Finding Support: UNM has many resources and centers to help you thrive, including opportunities to get involved, mental health resources, academic support including tutoring, resource centers for people like you, free food at Valencia Campus Food Pantry, and jobs on campus. Your advisor, staff at the resource centers and Academic Affairs Office, and I can help you find the right opportunities for you.

#### Academic Integrity

Having academic integrity is paramount to your success in any class. Plagiarism or cheating is not tolerated. Any instance of this will result in a grade of zero for that assignment. Here is the link to the

UNM Academic Dishonesty Policy:

<https://policy.unm.edu/regents-policies/section-4/4-8.html>. The policy states:

*Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, up to and including dismissal, against any student who is found guilty of academic dishonesty or who otherwise fails to meet the expected standards. Any student judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course.*

Academic Dishonesty is defined as:

*"Academic dishonesty" includes, but is not limited to, dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; misrepresenting academic or professional qualifications within or without the University; and nondisclosure or misrepresentation in filling out applications or other University records.*