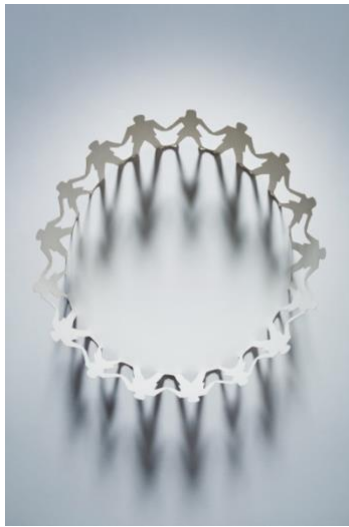


## ENGL 300: Supplemental Instruction for ENGL 1301




### Meeting Time and Place:

024: M 1:25-2:20 pm


Ratliff Building North 02011

### INSTRUCTOR

 Dr. Zita Hüsing

 Office: CAS (College of Arts and Sciences) 239

 [zhusing@uttyler.edu](mailto:zhusing@uttyler.edu)

 Office Hours: WF 1-2:30 pm (via Zoom/in person) and by appointment

### COURSE DESCRIPTION

This course is designed to be a support for ENGL 1301. As supplemental instruction, the course meets once a week to provide additional support for students who are not TSI eligible. The course focuses on developing writing practices, strengthening grammar and mechanics, and providing added explanation and practice for assignments in ENGL 1301.

### LEARNING OUTCOMES

Upon successful completion of this course, students will:

- Demonstrate knowledge of individual and collaborative writing processes
- Develop ideas with appropriate support and attribution
- Write in a style appropriate to audience and purpose
- Read, reflect, and respond critically to a variety of texts
- Use Edited American English in academic essays

### TEXTS AND LAPTOP

- All readings will be made available on Canvas. There is no textbook to buy.
- **Access to a laptop/computer** and internet access to access course materials and readings on Canvas (PDFs, links to videos, reports, handouts). Bringing your laptop to class will be beneficial to you. I strongly recommend that you **bring your laptop to all class sessions**.
- Access to MS Word, MS PowerPoint, and [Canva.com](https://www.canva.com). You can download Office 365 for free as a UT Tyler student [here](#) (it includes MS Word and MS PowerPoint).

### COMMUNICATION

Please make sure to email me if you have any questions about projects, come by during office hours appointment, or set up an appointment in advance if the office hours are inconvenient. Begin every subject line for every email or Canvas message with ENGLISH 1301—[Section #] and sign the email with your first and last name. Email correspondence should be respectful and

appropriate. I only accept correspondence from your UT Tyler email as per [UT Tyler email policy](#).

## **COURSE RULES**

- Listen and learn from one another, respect others' opinions, experiences, beliefs, values, and differences.
- Alternative viewpoints are welcome in this class; however, statements that are deemed discriminatory toward others in the class or outside the class will not be tolerated.
- All students are responsible for contributing to both their own learning experience and the learning experience of others.
- There is room for vigorous discussion, and sometimes even heated intellectual disagreement in this class; however, it is expected that each person treat others with the utmost care and respect. Conflict between ideas does not need to become conflict between people. Be kind.

## **UT TYLER ACADEMIC DISHONESTY AND HONOR CODE**

This class has a Zero Tolerance Policy for Academic Dishonesty. Any deliberate act of academic dishonesty will result in immediate failure of the entire course. According to the [Manual of Student Conduct](#), "Academic Dishonesty" includes, but is not limited to: cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable, in whole or in part, to another person without giving sufficient credit, taking an examination for another person, falsifying academic records, and any act designed to give unfair academic advantage to the student, or the attempt to commit such an act. The [Honor Code](#) is the means through which to apply the ethical ideal of honorable living to the lives of the UT Tyler community. Therefore, every member of the UT Tyler community joins together to embrace: "Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do."

## **ACCOMODATIONS**

Students with disabilities, whether physical, learning, or psychological, who believe that they need accommodations, are encouraged to contact the UT Tyler Office of Student Accessibility and Resources as soon as possible to ensure accommodations are implemented promptly. The UT Tyler Office of Student Accessibility and Resources provides students equal access to all educational, social and co-curricular programs through coordination of services and reasonable accommodations, consultation and advocacy.

We work collaboratively with students, faculty, and staff to create an inclusive educational environment.

- [Apply for Services Here](#)
- [Existing SAR Student Login](#)

**Note:** The SAR registration process may take up to three (3) weeks to complete.

## ATTENDANCE

There may be times when you cannot or should not attend class, such as if you are not feeling well, have an interview, or have family responsibilities. Therefore, this course allows a specified number of absences without penalty, regardless of reason. After that, penalties accrue. Exceptions are allowed for Institute-approved absences and situations such as hospitalization or family emergencies. Students are responsible for providing documentation in-person or as a scan via email to the **instructor within two weeks** of the absence. If students miss an assignment without a valid excuse, there is **no make-up procedure**.

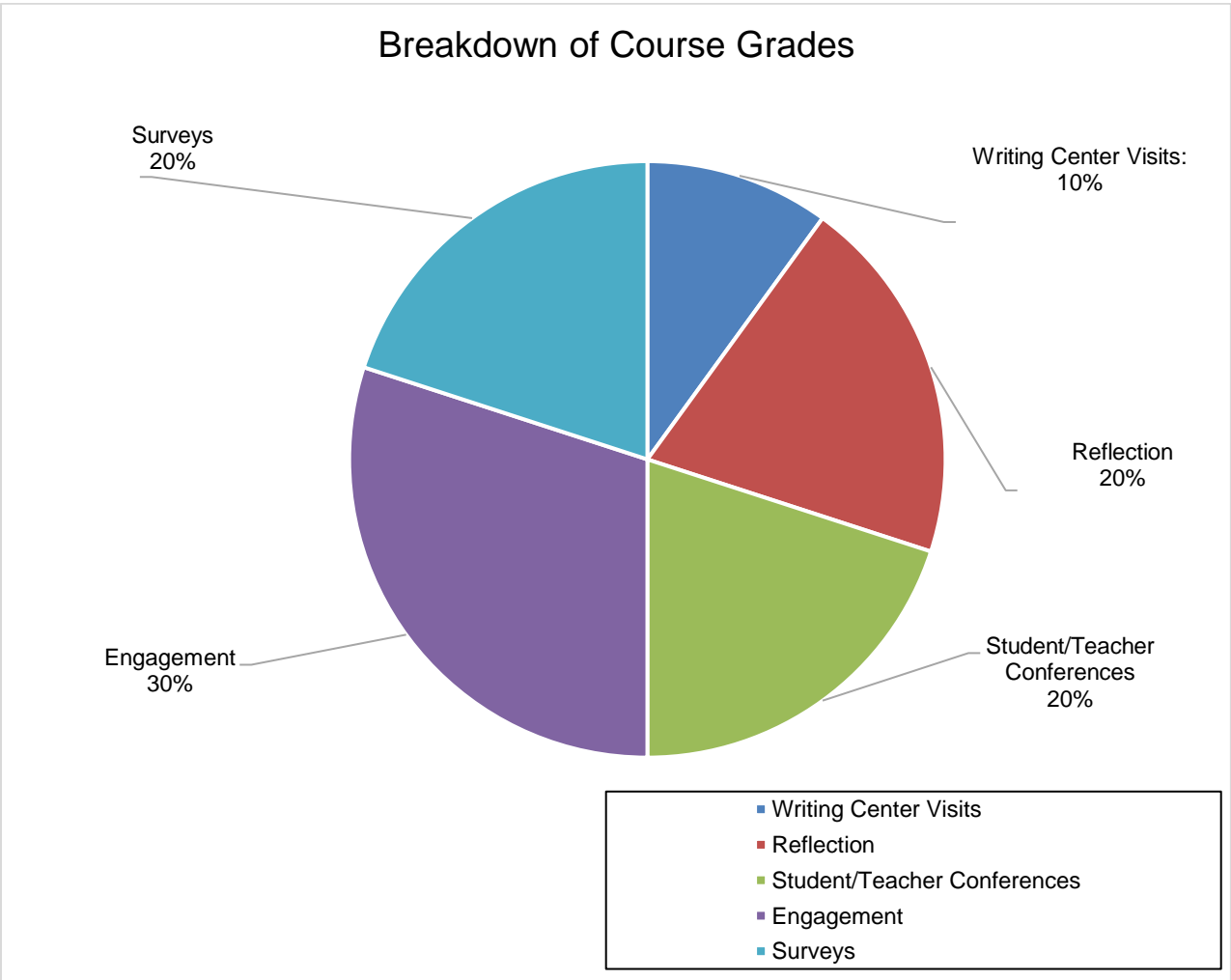
Absences without valid reasons, or unexcused absences, are limited to **two per term** in classes that meet two times a week (e.g., MW). Absences are limited to **three per term** for MWF classes. Beyond these limits, each additional unexcused absence **will lower the final course grade by 2 points for a class**. For example: if a student in a class missed additional (beyond the 2 allowed absences) 5 days without excuse (or just over 10% of the class time), they would lose 10 points total off their final semester grade. If that student had an **82 B-** in the class, their grade would be reduced to a **72 C-**. If students are late, they are welcome to still walk-in and participate in the remaining time of the class.

Constant tardiness without valid reasons may also be counted towards some of the unexcused absences as well as **being on a phone/laptop during class time** when the use of these devices is not explicitly required by the instructor.

## DESCRIPTION OF ASSIGNMENTS

Many assignments are graded on a Pass/Fail basis for this class with the exception of the surveys, which are graded on a 100-point grading scale.

<b>Writing Center Visits (10%)</b>	Participate in Writing Center visits.
<b>Reflection (20%)</b>	Complete a reflection on your growth through the semester.
<b>Student/Teacher Conferences (20%)</b>	Participate in various student and teacher conferences throughout the semester.
<b>Engagement (30%)</b>	I expect regular and enthusiastic participation in class. To pass:  1) <b>Be prepared</b> for class (complete the assigned reading and writing) 2) <b>Participate</b> in respectful, engaging discussion with your colleagues in class and on Canvas 3) <b>Collaborate</b> with your peers in group projects. At times you may be divided into smaller groups for small brainstorming sessions in the class so that everyone has an opportunity to share and present their ideas.
<b>Surveys (20%)</b>	Each week we will take a survey in class. This will count as your attendance for the week. You will not be able to make these up as they are part of our class time.



**GRADES**  
 For determining assignments and final grades, the following scale will be used in this course:

<b>A</b>	90 to 100 points
<b>B</b>	80 to 89 points
<b>C</b>	70 to 79 points
<b>D</b>	60 to 69 points
<b>F</b>	0 to 59 points

**PAPER FORMAT RULES**  
 All assignments will be handed in as Word documents or PDFs on Canvas. Linked Google docs will not be accepted. The papers should follow MLA format. Papers are left justified and double spaced, formatted in Times New Roman or Arial, 12 pt. font, 1" margins all

around. All assignments should have a centered title and page numbers in the upper right corner. In the upper left corner of all assignments, place this heading:

[Your name]  
English 1301  
Prof. Hüsing  
[Date]

### **AI POLICY**

UT Tyler is committed to exploring and using artificial intelligence (AI) tools as appropriate for the discipline and task undertaken. We encourage discussing AI tools' ethical, societal, philosophical, and disciplinary implications. All uses of AI should be acknowledged as this aligns with our commitment to honor and integrity, as noted in UT Tyler's Honor Code. Faculty and students must not use protected information, data, or copyrighted materials when using any AI tool. Additionally, users should be aware that AI tools rely on predictive models to generate content that may appear correct but is sometimes shown to be incomplete, inaccurate, taken without attribution from other sources, and/or biased. Consequently, an AI tool should not be considered a substitute for traditional approaches to research. You are ultimately responsible for the quality and content of the information you submit. Misusing AI tools that violate the guidelines specified for this course (see below) is considered a breach of academic integrity. The student will be subject to disciplinary actions as outlined in UT Tyler's Academic Integrity Policy.

For this course, **AI is permitted only for specific assignments or situations, and appropriate acknowledgment is required.**

This course has specific assignments where artificial intelligence (AI) tools (such as ChatGPT or Copilot) are permitted and encouraged. When AI use is permissible, it will be clearly stated in the assignment directions, and all use of AI must be appropriately acknowledged and cited. Otherwise, the default is that AI is not allowed during any stage of an assignment.

**Using AI tools outside of these parameters violates UT Tyler's Honor Code, constitutes plagiarism, and will be treated as such.**

*This document was adapted from AI Syllabus information from Carnegie Mellon University, Stanford University, The University of Texas at Austin, and The University of Texas at San Antonio. This document was edited for grammar using Grammarly, an AI tool for writing.*

### **STUDENTS RIGHTS AND RESPONSIBILITIES**

Please make sure you eat, sleep, and take care of yourself. Make sure to read the policies that outline student responsibilities at UT Tyler:

<http://www.uttyler.edu/wellness/rightsresponsibilities.php>.

### **UT TYLER RESOURCES**

- [UT Tyler Writing Center](#)
- [UT Tyler PASS Tutoring Center](#)
- [UT Tyler Counseling Center](#)