English 1301: Composition I
Fall 2024

Instructor: Ms. Michaela Murphy
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Office Hours: T/R 9-10:30am; By appointment (via zoom or face-to-face)
Section Info: 015/T015; TR 12:30-1:50; CAS 257

Course Overview
The course description and learning outcomes are per the Texas Higher Education Coordinating Board *Lower-Division Academic Course Guide Manual* Spring 2021.

Course Description
Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

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

Textbook
Open Educational Resources are used in this class. There is no textbook to buy.

Laptops
If you have a laptop, I recommend that you bring it to class. Using a laptop in class will be of immense benefit to you. Using a cell phone or other small hand-held device will be frustrating.

Course Grade

For information on assignments, see the assignment prompts and grading criteria in Canvas.

Component	Percent of Course Grade
Summary	10%
Poster Presentation	20%
Research Report	25%
Final Reflection	25%
Engagement	20%

There is no extra credit work in this course.

Engagement

Engagement is submitting drafts of assignments, engaging in in-class activities, and submitting worksheets etc. Engagement work is graded as complete or incomplete which is how Canvas handles pass/fail grading:

- Complete: Meets expectations and is submitted on time
- Incomplete: Does not meet expectations and/or is not submitted on time

In most cases, engagement work cannot be revised or submitted after the due date. There may be situations which warrant an exception to this policy—see "Missed Work." Recurring engagement work that is graded as incomplete precludes exceptions.

Grade Scale

A   90% to 100% of possible points
B   80% to 89% of possible points
C   70% to 79% of possible points
D   60% to 69% of possible points
F   0% to 59% of possible points

Minimum Requirement to Earn a C

To earn a C or above in the class, students must earn a C or above on all grade components. A grade of D or F on the summary, poster presentation, research report, final reflection, or for engagement will result in the grade for the class being no higher than a D.

Revision

The graded drafts of the summary and research report may be revised for a potential higher. Due dates for revised assignments will be announced.

The graded drafts of the poster presentation and final reflection cannot be revised.

Assignment Policies

Submitting Assignments
Assignments have to be submitted to the correct drop box in Canvas. With the exception of the poster presentation, assignments have to be submitted as Word documents. Do not zip your files or submit a PDF. Assignments that do not adhere to these requirements will be graded a 0.

For a free copy of Microsoft Office, including Word, click here.

Public Writing
I will use student work to discuss what is working well and areas for improvement. If you would like me to not use a particular draft, please let me know.

Missed Work
If you see that you will miss, or you do miss, a week or more of class work due to an illness or a significant life event, contact me ASAP. I will discuss the situation with you to determine if you can keep up with the class. Documentation may be required.

For relevant UTT policies, see the UTT policy on "Class Attendance/Excused Absences," and the UTT policy on withdrawals including "Medical Withdrawal/Course Load Reduction."

Class Communication
If you have individual questions, you can talk with me after class and/or set up a time to meet via Zoom.

Contacting Me
A Canvas message is the most effective way to contact me. Per the UTT Email Policy, I will not reply to emails sent from non-UTT email addresses.

Canvas messages and emails should provide a succinct overview of the topic and should have complete sentences and reasonably correct grammar. In the subject line list the class (ENGL-1301), your name, and a topic.

Announcements in Canvas
I will use announcements in Canvas to communicate essential information. It is your responsibility to read and utilize the information in announcements.

For a tutorial on announcements, click here. To manage notifications, click on "Canvas notifications" in the blue box at the top of the page. For help in resetting notifications, click on the help button on the left-hand side of your UTT Canvas home page (the question mark in a circle) and call the "Canvas Support Hotline (Students)."

Attendance Policy
Students are expected to attend all class sessions. Missing more than two weeks of classes is grounds for failing the class. This class meets two times a week; two weeks of absences is four (4) classes.

It is your responsibility to find out from other students what happened in class during your absence.

Being late (arriving after I take attendance) two times equals an absence. If you are late, it is your responsibility to remind me AFTER CLASS to note that you were late not absent. Similarly, leaving early (before I dismiss class) two times equals an absence.

Required UTT AI Statement
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.

AI Use in this Course
You can use AI programs (ChatGPT, Copilot, etc.) in this course—with the exception of reflections. For each assignment, we will discuss appropriate and inappropriate use of AI. You will be expected to adhere to appropriate use of AI for each assignment. Further, any use of AI tools must be appropriately acknowledged and cited, following APA or MLA guidelines, including the specific version of the tool used. The submitted work should include the exact prompt that you used to generate the content and the AI tool's complete response as an appendix.

Because AI-generated content is not necessarily accurate or appropriate, you must assess the validity and applicability of any submitted AI output. You will not earn full credit and may fail an assignment if inaccurate, invalid, or inappropriate information is found in your work. Additionally, the majority of each assignment should not be AI-generated content. Assignments with substantial AI-generated content will fail.

Academic Dishonesty & Disruptive Behavior

This class has a **Zero Tolerance Policy** for academic dishonesty. Any act of academic dishonesty will result in immediate failure of the entire course and will be reported to the Office of Student Conduct and Intervention. For the UTT definition of "academic dishonesty," see "University Policies and Information" in the UT Tyler Syllabus Module.

Disruptive behavior will be reported to the Office of Student Conduct and Intervention and may result in failing the class and/or University sanction. Disruptive behavior includes, but is not limited to:

- Talking when the instructor is talking
- Repeatedly arriving late and/or leaving early
- Sleeping during class
- Using technology for purposes other than working on the activities assigned by the instructor
- Doing something other than working on the activities assigned by the instructor
- Hindering other students from working on the activities assigned by the instructor

For more information on disruptive behavior, see "University Policies and Information" in the UT Tyler Syllabus Module.

Using Work from Other Classes

From the UTT Manual of Policies and Procedures for Student Affairs Chapter 8. Student Conduct and Discipline:

Sec. 8-802. Academic Dishonesty
b. "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 (such as, but not limited to: **submission of essentially the same written assignment for two courses without the prior permission of the instructor**, providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment), or the attempt to commit such an act. (Emphasis added)

Before you draw on research, written work, or any other work from another class for any assignment in this class, consult with me.

Required UT Tyler Policies & Information

See "University Policies and Information" in the UT Tyler Syllabus Module.

Tentative Course Calendar

The schedule is subject to change. See Canvas for up-to date due dates and for engagement work due dates.

Time Frame	Assignment	Graded Draft Due
Weeks 1-3	Summary	Sunday 9-15
Weeks 4-8	Poster Presentation	Sunday 10-13
Weeks 9-12	Research Report	Sunday 11-17
Weeks 13 & 15	Final Reflection	Wednesday 12-11

Key Dates
Sept 9   Census Date
Nov 4   Last Day to Drop (UTT Drop Policy)
Nov 25-29 Thanksgiving Holiday

Syllabus Changes

Per the UTT Syllabus Policy: "The information contained in the syllabus, other than the grading criteria and absence and make-up policies, may be subject to change with reasonable advance notice as long as the change is without prejudice to the students."