

Course Name: Writing from
Academic Sources
Course Number: IELI 2420
Date: Fall 2016

Course Syllabus

Professor: Jim Rogers
Office: 071 Main
Office Phone: 797-3910
E-mail: jim.rogers@usu.edu
Office Hours: T Th 3:00-4:00
Class Times: T Th 4:30-6:15 Main 301

Fall 2016 Schedule

| | | |
|-----------------------|--------------------|-------------|
| Classes Begin | Monday | Aug 29 |
| Labor Day | Monday | Sep 05 |
| Board meeting | Tue- Th | Oct 4 & 6 |
| Friday Class Schedule | Thursday | Oct 20 |
| Fall Break | Friday | Oct 21 |
| Thanksgiving Holiday | Wednesday - Friday | Nov 23 - 25 |
| Classes End | Friday | Dec 09 |
| Final Examinations | Monday - Friday | Dec 12 - 16 |

Required Text: A reader will be available from your instructor.

Course Goal: To prepare students to meet writing needs of the typical university class.

Course Objectives: The purpose of this course is to give you instruction and practice in the writing skills necessary for success in university level studies. You will learn to:

- use electronic library databases and the Internet for information gathering
- evaluate sources you find
- have a clear focus and overall organization typical of various academic genres
- paraphrase and summarize information from multiple sources
- acknowledge others' ideas through in-text citations and reference lists
- use language (syntax, grammar, vocabulary) that does not interfere with comprehensibility

Major Course Activities:

Papers: We will work on four or five papers, each being three to four pages long. Each paper will cover a common type or university writing assignment. You will work on the paper, get feedback from your peers, get feedback from me, rewrite your paper and hand in a final draft.

Intermediate Drafts: As stated above for each paper you write you will do one or two

intermediate drafts that either I or other students will look at. Therefore it is important that you do your best on each of the drafts so that we can give you the best feedback and suggestions for changes.

Please note that we will be using “Turnitin” this semester for all your papers. Turnitin matches your paper against a large database of papers to ensure that what you write is your own work and not plagiarized (see university policy on plagiarism below).

Assignments:

All assignments are designed to help you successfully negotiate the major papers. All work will be counted towards your final grade. It is important that you participate in the class activities in order to receive the full benefits of this course.

Note: Any late assignments will be penalized one grade for each day late. Please note the time that class starts- if you are late, so is your work. Make sure and show up on time and turn in your assignment to receive full credit.

Evaluation:

| | |
|---------------------|-----|
| Assignments | 30% |
| In class writing | 10% |
| Intermediate Drafts | 10% |
| Major Papers | 50% |

The following grading scale will be used for the final grade:

| | | |
|--------------|--------------|---------------|
| 94%-100% = A | 93%-90% = A- | 88%-89% = B+ |
| 84%-87% = B | 80%-83% = B- | 79%-78% = C+ |
| 74%-77% = C | 70%-73% = C- | 69%-67% = D+ |
| 67%-63% = D | 62%-60% = D- | Below 60% = F |

As per IELI policy, any grade below C- is failing

IELI Policies and Practices

IELI Attendance Policy

Learning a language requires that you actively attend and participate in your classes. If you do not regularly attend classes, you may miss important information and fail the class, not progressing to the next level in the IELI program. For students studying on a visa, if you miss more than a week of class we are obligated to contact the Office of Global Engagement to report your absence. Missing multiple classes and/or failing multiple courses can have serious consequences for some students as it can be grounds for revoking their visa and requiring the students to immediately return to their country.

Grading

The grades you get for each class are based on the work you do for that class. Attendance and effort are important factors for successful learning but do not directly affect your grade. It is important for you to do your best on all your in-class and at home activities as they will be graded on how well you complete these activities. Successful completion of these activities will help you gain the knowledge and skills you need to meet learner outcomes for each course.

Progressing to the next level

You must receive a grade of C- or better in any IELI class in order to pass that class and move to the next level of that class. Students who receive lower than a C- are required to repeat the class until they receive a passing grade. If you are not passing a class at mid-term you will be re-registered for the class until final grades are posted. If your final grade shows that you passed the class, you will be moved up into the next level or the class will be dropped.

If you want to check on how well you met the learner outcomes for each class, there are two ways to do so: 1) you can get a copy of the student achievement form from the IELI staff assistants or 2) you can access your grade on the USU website and then compare the grade to the Grade Descriptions on the IELI website (Current Students -> Academics-> Grade Descriptions).

In-term evaluations

Your professors will inform you, in writing, of your grade three times during the semester (e.g. approximately 4 weeks, 8 weeks and 12 weeks). For the midterm evaluation, IELI faculty assign a letter grade to students in each of their classes. If you are doing work at a level lower than C in any of your classes, your professor will meet with you to discuss what you will need to do to pass the class.

University Policies

Academic Integrity – “The Honor System.” Each student has the right and duty to pursue his or her academic experience free of dishonesty. The Honor System is designed to establish the higher level of conduct expected and required of all Utah State University students.

The Honor Pledge: To enhance the learning environment at Utah State University and to develop student academic integrity, each student agrees to the following Honor Pledge: “I pledge, on my honor, to conduct myself with the foremost level of academic integrity.” A student who lives by the Honor Pledge is a student who does more than not cheat, falsify, or plagiarize. A student who lives by the Honor Pledge: Espouses academic integrity as an underlying and essential principle of the Utah State University community; Understands that each act of academic dishonesty devalues every degree that is awarded by this institution; and Is a welcomed and valued member of Utah State University.

Grievance Process (Student Code). Students who feel they have been unfairly treated [in matters other than (i) discipline or (ii) admission, residency, employment, traffic, and parking – which are addressed by procedures separate and independent from the Student Code] may file a grievance through the channels and procedures described in the Student Code: http://studentlife.tsc.usu.edu/stuserv/pdf/student_code.pdf (Article VII. Grievances, pages 25-30).

Plagiarism. Plagiarism includes knowingly “representing, by paraphrase or direct quotation, the published or unpublished work of another person as one’s own in any academic exercise or activity without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.” The penalties for plagiarism are severe. They include warning or reprimand, grade adjustment, probation, suspension, expulsion, withholding of transcripts, denial or revocation of degrees, and referral to psychological counseling.

Sexual Harassment. Sexual harassment is defined by the Affirmative Action/Equal Employment Opportunity Commission as any “unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.” If you feel you are a victim of sexual harassment, you may talk to or file a complaint with the Affirmative Action/Equal Employment Opportunity Office located in Old Main, Room 161, or call the AA/EEO Office at 797-1266.

Students with Disabilities. The Americans with Disabilities Act states: “Reasonable accommodation will be provided for all persons with disabilities in order to ensure equal participation within the program. If a student has a disability that will likely require some accommodation by the instructor, the student must contact the instructor and document the disability through the Disability Resource Center (797-2444), preferably during the first week of the course. Any request for special consideration relating to attendance, pedagogy, taking of examinations, etc., must be discussed with and approved by the instructor. In cooperation with the Disability Resource Center, course materials can be provided in alternative format, large print, audio, diskette, or Braille.”

Withdrawal Policy and “I” Grade Policy. Students are required to complete all courses for which they are registered by the end of the semester. In some cases, a student may be unable to complete all of the coursework because of extenuating circumstances, but not due to poor performance or to retain financial aid. The term ‘extenuating’ circumstances includes: (1) incapacitating illness which prevents a student from attending classes for a minimum period of two weeks, (2) a death in the immediate family, (3) financial responsibilities requiring a student to alter a work schedule to secure employment, (4) change in work schedule as required by an employer, or (5) other emergencies deemed appropriate by the instructor.