

Clarendon College
SYLLABUS for ENGL 2333
World Literature II
Spring 2011 3 semester hours



INSTRUCTOR: Melissa McCoy

OFFICE: Room 110, Phone: 806-874-4830 (direct line). The best way to catch me is to e-mail me at: melissa.mccoy@clarendoncollege.edu. I check email at least once a day.

OFFICE HOURS: MW 12:00-2:00 p.m. and T/TH 11:00-2:00 p.m. My office hours are posted on the Clarendon College Web site under Faculty & Staff/Directory/Melissa McCoy. I will also have several hours each week available for on-line “office hours” by email.

My schedule is posted on our Clarendon College Website under Faculty & Staff/Directory/Melissa McCoy

CALENDAR OF IMPORTANT DATES:

Classes Begin	Tuesday, Jan. 18
Late Registration Begins	Tuesday, Jan. 18
Last Day to Register and/or Add/Drop	Thursday, Jan. 27
12th Class Day	Wednesday, Feb. 2
Spring Break	Monday-Saturday, March 14-19
Easter Holidays	Friday-Monday, April 22-25
Last Day to Drop with a “W”	Friday, April 15
Pre-Registration for Summer and Fall 2011	Tuesday, April 19
Commencement	Friday, May 6
Final Exams	Saturday-Thursday, May 7-12
Final grades due at 10:00 a.m. and dorms close	Friday, May 13

Required Instructional Materials:

Textbook:

Simon, Peter, ed. *The Norton Anthology of World Masterpieces: Shorter Expanded Edition, Volume I*. New York: Norton, 2009

I don't require but HIGHLY SUGGEST the MLA Handbook for Writers of Research Papers and a recent collegiate dictionary.

Other Relevant Materials:

Notebook, 3 ring-binder for journals and notes, pens, loose-leaf paper, pencils, access to a computer and word-processing software (Microsoft Office must be used for all papers turned into me online as it is the only software I have. Most work will be printed and handed to me as this is a face-to-face class, but in the case you need to email me your work, it must be in Microsoft Word or I will not be able to open it and you will receive a zero.)

Student Requirements:

The student should attend class every day, having read the assigned text, and be prepared to contribute to the class discussion. Failure to read the assignments before class and participate in class discussion may result in a 0 for daily grades which will heavily affect the overall grade for this class.

The student should display a willingness to learn about new cultures and ideas. The student should also display courtesy at ALL times for the opinions of others.

Methods of Instruction:

Instruction in this class will be comprised of a combination of lectures, readings, journal work, tests, and an analytical paper to be written in MLA format. Much of this class will be online, as this is a hybrid class, so instruction will also take place in the form of discussion prompts online and assignments online as required.

Statement of Purpose:

The goal of this course is to learn about the masterpieces of World Literature from 1650 through the present. This course partially satisfies the requirements for the Associate degree at Clarendon College and is designed to transfer to a senior college or university.

Course Objectives:

- To enhance love of reading.
- To improve critical reading, writing, and thinking skills.
- To explore and discuss the literature from neoclassicism to modern, to develop active reading techniques for enhanced comprehension, and to develop critical thinking skills by writing three essay tests and an analytical paper on selected readings.

Grading Policies

Test 1: 10%

Test 2: 10%

Test 3 (Final): 10%

Analytical Paper: 30%

Daily work, including journals and quizzes: 30%

Group Presentation: 5%

Class Participation and Decorum: 5%

The final semester grades will be figured as set in the current catalog:

90 to 100 = A 80 to 89 = B 70 to 79 = C 60 to 69 = D Below 59 = F

A student's final grade will be made available through the Student Portal at Clarendon College's website.

Classroom Policies:

Academic Dishonesty

School Policy: "Failure to comply with lawful direction of a classroom instructor is a disruption for all students enrolled in the class. Cheating violations include, but are not limited to: (1) obtaining an examination, classroom activity, or laboratory exercise by stealing or collusion; (2) discovering the content of an examination, classroom activity, laboratory exercise, or homework assignment before it is given; (3) using an unauthorized source of information during an examination, classroom activity, laboratory exercise, or homework assignment; (4) entering an office or building to obtain unfair advantage; (5) taking an examination for another person; (6) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person; (7) altering grade records; (8) using any unauthorized form of electronic communication device during an examination, classroom activity, or laboratory exercise; (9) Plagiarism. Plagiarism is the using, stating, offering, or reporting as one's own, an idea, expression, or production of another person without proper credit (more about in the following paragraphs).

Disciplinary actions for cheating in a course are at the discretion of the individual instructor. The instructor of that course will file a report with the Dean of Students when a student is caught cheating in the course, whether it be a workforce or academic course. The report shall include the course, instructor, student's name, and the type of cheating involved. Students who are reported as cheating to the Dean of Students more than once shall be disciplined by the Dean. The Dean will notify all involved parties within fourteen days of any action taken."

PLAGIARISM: Read the following explanations carefully and be sure that you understand them.

1. Word-for-word plagiarism: The student quotes his or her source without using quotation marks. Even if the student cites the source, he or she is still plagiarizing because proper quotation procedures were not used.
2. Paraphrased plagiarism: The student uses a source and with the exception of changing a few words or phrases essentially quotes the original. Even if the source is properly cited, the writing is still plagiarized because the student has used the author's style, vocabulary, and content and claimed it as his or her own.
3. Improper citations: If a student uses someone's information other than his or her own, the source of the material must be properly cited. Failure to do so is plagiarism.

4. Improper use of ideas: Ideas are as equally protected as words. If the student uses someone's ideas, but expresses them in his or her words, the student plagiarizes if he or she does not cite the source of the idea.

5. Internet use: Copying and pasting from the Internet is plagiarism. Purchasing papers from a paper mill is plagiarism.

6. Student sharing: While students are certainly free to work together and study together, an assignment that calls for individual work must reflect the student's personal effort. If a student borrows or copies another student's work, that is plagiarism. If a student has another student write a paper, that is plagiarism. If two students collaborate on an individual assignment and turn in the same work, that is plagiarism.

Plagiarism is a serious academic offense. It involves legal issues about improper use of materials that do not belong to the student. Plagiarism is also unethical. A student must do his or her own work; otherwise, the learning process is compromised. Plagiarism is unfair to fellow students who take the time and make the effort to do their own work. Essentially, plagiarism is cheating and will not be tolerated.

My Policy: Anyone who is dishonest in any way (including the following examples) will receive a zero for that assignment or test, with no opportunity to make up the zero. If you cheat a second time, you will fail the class, whether you are caught cheating on a test, assignment, or extra credit. This is not negotiable. You are guilty of cheating on an assignment by letting someone else complete part or all of your work by using unauthorized electronic devices for in-class assignments or tests, using someone else's electronic files, or letting someone else use your electronic files. It is your responsibility to protect your electronically saved files. If someone else turns in an assignment as if it were that student's work but it is work that you completed, I will have to assume that you allowed it to happen, and both of you will suffer the same consequences. Therefore, make sure your saved files are kept in a place where others cannot copy them. **DON'T SHARE DISKS!!!**

Students wishing to appeal a disciplinary decision involving academic integrity or acts of academic dishonesty may do so through the Student Appeals and Grievance Procedure per the terms of the student handbook.

American with Disabilities Act Statement:

Clarendon College provides reasonable accommodations for persons with temporary or permanent disabilities. Should you require special accommodations, notify the Office of Student Services (806-874-3571 or 800-687-9737). We will work with you to make whatever accommodations we need to make.

Withdrawal from College:

When a student finds it necessary to withdraw from school before the end of the semester, he or she should obtain a withdrawal form from the Office of Student Services. Students may also withdraw from the college by sending a written request for such action to the Registrar's Office. The request must include the student's signature, the student's current address, social security number and course information details. Students who withdraw after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar will be assigned a grade of "W."

Attendance

It is essential to a student's success in my class and college in general that they attend each and every class. Please remember that a large portion of your grade is based on material or discussions that you must be in class for! Each class is vital to the continuation of your understanding and your chances of ultimately passing. If you are gone, *even for school-sponsored events*, and miss a daily grade, it cannot be made up. I will drop the lowest grade but you must be attending for success in my literature class.

Homework

I do not accept late work. Please begin working on your paper early enough in the semester to allow plenty of time for revision and quality work. This is simply not negotiable. If you are going to be gone on a school sponsored activity, it is your responsibility to get your work in early. It needs to be turned in before you leave or you will receive a zero on it. This includes tests. If you are going to be gone, you must take any scheduled tests early!

The attached calendar tells you what author and work we will be studying on that day. It is the student's responsibility to have read the assigned work before that class day, see what assignments or tests are due, and make arrangements with me to get work in on time.

Lateness

Students are expected to arrive in the classroom and be ready for instruction before class starts. It shows a lack of courtesy to your instructor and classmates to walk in late. All students who arrive fifteen minutes or more late for class, or who leave early from class without the Instructor's prior permission, will be marked as absent for that class. Late arrival will only be considered if a valid note and explanation is provided, e.g. severe weather or severe personal circumstances. Always be punctual!

No Distractions

Students are expected to bring relevant materials to each class, including writing paper, pens or pencils, and ALL relevant textbooks and handouts for that specific class. Any students who repeatedly fail to bring the correct materials may face an absent mark, immediate evacuation from class, or a grade deduction. Students are not expected to talk to each other when the Instructor is lecturing, or when the class begins. Any idle conversation may result in an absent mark, an immediate evacuation from class, or a possible grade deduction. All cell phones MUST be turned off before entering the classroom. Students should NOT possess any IPODS, or similar music equipment. Students should never sleep during class time: this may again result in instant dismissal, absentee mark, or grade deduction. All students are expected to be courteous and involved in their course at all times. The instructor has the right to ask any student, at any time, to leave the classroom for disruptive behavior or to accompany him or her to the dean's office to discuss the student's behavior.

ANALYTICAL PAPER ASSIGNMENT: I will give you a detailed assignment sheet. We will discuss this assignment at length in class. Be thinking as you are reading the assignments about what you might be interested in researching and writing about. You will need to consult at least 10 sources, and you will need to cite at least 5. No .coms! These are not reliable or authoritative academic sources. We will try to work in a day to go to the library to see the wonderful resources they have there.

Class Contract: The last page should be torn off and given to Mrs. McCoy with your signature and the date. This will serve as a "class contract". This means you have read and understood the syllabus, including the policy on late work and the consequences of academic dishonesty, and you agree to abide by the terms of my syllabus. If you don't sign it, you will be asked to drop my class. This "contract" protects both you and me.

I have read the syllabus for World Literature II, Spring 2011, and I agree to abide by the terms of this syllabus.

Name: _____ Date: _____