

**Clarendon College**  
**SYLLABUS for ENGL 2332**  
**World Literature I**  
Spring 2012 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](mailto:melissa.mccoy@clarendoncollege.edu).

**OFFICE HOURS:** MW 8:00-9:00 a.m. and 12:00-2:30 p.m. and T/TH 8:00-9:30 a.m. My schedule is posted on the Clarendon College website under Faculty/Staff, Directory.

**CALENDAR OF IMPORTANT DATES:**

Classes Begin	Tuesday, January 17 <sup>th</sup>
Late Registration Begins	Tuesday, January 17 <sup>th</sup>
Last Day to Register and/or Add/Drop	Friday, January 27 <sup>th</sup>
12th Class Day	Wednesday, February 1 <sup>st</sup>
Spring Break	Monday-Saturday, March 12-16 <sup>th</sup>
Easter Holidays	Friday-Monday, April 6 <sup>th</sup> -9 <sup>th</sup>
Last Day to Drop with a "W"	Friday, April 13 <sup>th</sup>
Pre-Registration for Summer and Fall 2012	Tuesday, April 17 <sup>th</sup>
Commencement	Friday, May 4 <sup>th</sup>
Final Exams	Monday-Thursday, May 7 <sup>th</sup> -10 <sup>th</sup>
Final grades due at 10:00 a.m. and dorms close	Friday, May 11 <sup>th</sup>

**Textbook:**

- Simon, Peter. ed. *The Norton Anthology of World Literature*. Vol. 1. Shorter 2<sup>nd</sup> ed. New York: W. W. Norton & Co., 2009. Print.

**Other Relevant Materials:**

- Students will need access to a computer to view the material available through Web-CT and to type the analytical paper. The only handwritten work that will ever be accepted is the work that is done in class and handouts I give you.
- Loose-leaf regular, college rule notebook paper, or spiral notebook with perforated paper to be torn out --- In-class writing will not be accepted on torn-out spiral notebook paper!! Spiral notebooks are recommended for class notes.
- 4 scantrons (available at CC Bookstore/Main Office) and \*#2 pencils for Scantron tests which should be purchased *before* testing day!

**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, class discussions, tests, and an analytical paper to be written in MLA format.

**Statement of Purpose:**

- The goal of this course is to learn about the masterpieces of World Literature from the beginning of literature to 1650. 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**

1. To enhance love of reading.
2. To improve critical reading, writing, and thinking skills.

To explore and discuss the beginnings and the development of literature, to develop active reading techniques for enhanced comprehension, and to develop critical thinking skills by completing tests that include essay questions and an analytical paper on selected readings.

**Student Learning Outcomes:**

1. At the end of the course the student will be able to
  - a. demonstrate an awareness of and to articulate an understanding of various works of literature.
  - b. assess through written or oral presentations the applicability of different eras of literature to modern life.
  - c. demonstrate an understanding of literature as an expression of individual and human values through class discussion and group work.
  - d. construct written analyses of literary works based upon research about and selection of appropriate theories of literary criticism.
  - e. read a piece of literature and to write a critical analysis of the same piece of literature.

*Students may vary in their competency levels on these abilities. You should expect to acquire these abilities only if you honor all course policies, attend classes regularly, complete all assigned work in good faith and on time, and meet all other course expectations of you as a student.*

**Grading Policies**

Test 1: 10%

Test 2: 15%

Test 3: 20%

Final (test #4): 25%

Analytical Paper: 15%

Daily Work: 15%

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

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**Academic Integrity and Dishonest Behavior.**

Clarendon College is committed to a philosophy of honesty and academic integrity. It is the responsibility of all members of the Clarendon College community to maintain academic integrity at Clarendon College by refusing to participate in or tolerate academic dishonesty. Any act of academic dishonesty will be regarded by the faculty and administration as a serious offense. Academic dishonesty 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) observing the work of another during an examination or providing answers to another during the course of an examination; (4) using an unauthorized source of information during an examination, classroom activity, laboratory exercise, or homework assignment; (5) entering an office, classroom, laboratory, or building to obtain unfair advantage; (6) taking an examination for another person; (7) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person; (8) altering grade records; (9) using any unauthorized form of an electronic communication device during an examination, classroom activity, or laboratory exercise; and/or, (10) plagiarism. (Plagiarism is defined as the using, stating, offering, or reporting as one's own, an idea, expression, or production of another person's work without proper credit. This includes, but is not limited to, turning in a paper purchased or acquired from any source, written by someone other than the student claiming credit, or stolen from another student.) Students are responsible for reporting known acts of academic dishonesty to a faculty member, the program coordinator, the associate dean, and/or dean. Any student with knowledge of a violation who fails to report it shall him/herself be in violation and shall be considered to have committed an act of academic dishonesty. Additionally, any student who reports him/herself in violation of this code before it is likely that another might consider this possibility will be understood as repentant and acting in good faith. Though the confession will not excuse the student for the violation, the confession will be considered and the violation should not result in suspension from school except in the most extreme cases.

While academic integrity and honesty are the responsibility of the individual student, each individual faculty member, teaching assistant, and/or laboratory instructor is responsible for classroom management and for maintaining ethical behavior within the classroom and/or laboratory. Faculty who discover or suspect a violation should discuss the matter with the suspected violator(s) and attempt to resolve the case at that point. In cases of convincing evidence, the faculty member should take appropriate action. The faculty member and student should complete a Counseling Sheet regarding the violation. (The Counseling Sheet should contain at a minimum the date and time of the violation, the course, the instructor's name, the student's name, an explanation of the infraction or facts of the case, and the resolution to the incident.) This form should be signed by the student, faculty member, program coordinator, and the Dean of Students. The Dean of Students will maintain a file on all violations. If a faculty member prefers to report the case directly to the Dean of Students, it remains his/her prerogative to do so. Additionally, if the faculty member and the accused student cannot reach a resolution or if the faculty member believes that suspension from school is the only fair sanction, the case should immediately be reported by the faculty member, in writing, to the Dean of Students. If the Dean of Students observes any trends in student behavior which involve more than one violation or act of academic dishonesty, the Dean is responsible for notifying all faculty members involved, for contacting the student(s) involved, and after consultation with the faculty member(s) involved for taking the appropriate action. The Dean of Students is responsible for the timely notification (normally within two weeks) to all parties of an action taken.

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. *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. A general rule of thumb is that if you borrow MORE THAN TWO WORDS IN A ROW, you must use quotation marks!

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, or who plagiarizes on an assignment, will receive a zero for that assignment, with no opportunity to make up the zero. You WILL receive a grade of F in the course for more than one violation. It doesn't matter if the second offense is a major writing assignment or something as simple as an extra credit assignment. In addition, ***this instructor reserves the right to give the student an F for the class if there is any one cheating violation which she perceives as a deliberate, not accidental, infraction.***

In addition to the above, I invoke my own requirements:

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
- 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!!!

It is also considered plagiarism if you use work that you have turned in for another instructor *if you don't get my permission first*. ALWAYS ASK!

**NEVER LET ANYBODY ELSE USE YOUR COLLEGE LOGIN OR PASSWORD!!**

**Be a person of integrity. Take some pride in doing your own work.**

#### TURN-IT-IN

- Students are responsible for ensuring that their work is consistent with Clarendon College's expectations about academic integrity. In this course you will submit your paper using an online tool, Turnitin.com, to confirm that you have used sources accurately in your papers. In order to submit your paper to Turnitin.com, you will be provided a class id and enrollment password at the appropriate time by your instructor.
- Step-by-step instructions and videos about how to use Turnitin.com to submit papers are available at Clarendon College's website. Additional information about the Turnitin.com plagiarism prevention tool is available at <http://turnitin.com>

### **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. Please make special note of the withdrawal date for summer classes in the school calendar.

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### **Attendance:**

Attendance in college courses is your choice. Because so much of what you will learn in this course comes from class discussion of the readings, however, it is very important that you attend all classes if you want to be successful. Therefore, a portion of your grade for this course is for attendance in the form of in-class writings and "surprise events" (pop tests) for daily grades. These surprise events are not only to determine if you have read the material for the day, but also act as an attendance monitor. If you aren't in class to take the pop test with the rest of the class, you will receive a zero for that grade, even if you were late and came in to class after the pop test was over. If you are going to be gone on a school activity, you will have an excused absence but will still receive a zero for the daily grade you miss. These zeros cannot be made up, but I will drop the lowest two grades on daily work.

Even if you are gone on a school-sponsored activity, it is still your responsibility to turn your work in on time. I WILL NOT TAKE MAJOR WRITING ASSIGNMENTS OR HOMEWORK LATER THAN THE DAY THEY ARE DUE, at the beginning of your class!!! All major assignments are posted in this syllabus for each day, so even if you are to be gone for a school-sponsored event, they will be posted in plenty of time for you to do them early. AGAIN, I WILL NOT TAKE PAPERS LATE!

### **Homework**

I do not accept late work. All assignments are posted in the schedule and known to the student from the beginning of the semester, so that you may work ahead if you need to. Please begin working on your paper early enough in the semester to allow plenty of time for revision and quality work. This also applies to all daily work and tests. If you do not turn it in in time, you get a zero--period. Work ahead when necessary.

### **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. This can be a fun assignment if you enjoy the author or literature you are writing about, so be thinking as we study each one what you would most enjoy!

Date: \_\_\_\_\_ Class: \_\_\_\_\_

*Please detach this form from the syllabus, and after reading the statement below, sign it and return it to Mrs. McCoy:*

I HAVE READ THE SYLLABUS AND UNDERSTAND ITS TERMS. I AGREE TO ABIDE BY THE TERMS (INCLUDING THE NO LATER WORK, NO MAKE-UP TEST POLICY), AND I AM AWARE THAT THERE WILL BE CONSEQUENCES FOR VIOLATING THE AGREED-UPON TERMS.

Signed by

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Print Name:

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