



**Division of English and Communication
English Department**

<https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/english/>

ENGL 2307: Creative Writing I | Lecture | CRN 18718

Fall 2019 | 16 Weeks (8/26-12/15)

In-Person | Alief-Hayes Rm A-302 | MW 2:00-3:20

3 Credit Hours | 48 hours per semester

Instructor Contact Information

Instructor:	Eva Foster, Ph.D.	Office Phone:	713-718-5592
Office:	C-317, Alief-Hayes	Office Hours:	Mondays 3:30-5:30 & by appointment
HCC Email:	eva.foster@hccs.edu		

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear your concerns or just to discuss course topics.

Instructor's Preferred Method of Contact

EMAIL IS THE BEST WAY TO REACH ME. Please contact me with questions/ concerns via email at eva.foster@hccs.edu or at Canvas Inbox. I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages by the end of the day Monday.

What's Exciting About This Course

The Department of English helps students find and develop their authentic voices, establish political power, and create social capital. We teach critical thinking, close reading, and analysis. We coach students on the rhetoric of messaging with consideration of purpose and audience. We support them as they craft their own narratives. We turn thoughts into words, ideas into interpretations, ambiguity into translation, and silence into voice.

Personal Welcome

Hi! Welcome to English 2307: Creative Writing. Maybe you're a nascent poet, author, or playwright; maybe you just needed an elective, and my class fit your schedule. Either way, I'm excited to have you onboard, and my goal is the same: to help you find your voice as a writer, and to let you experience some of the best contemporary fiction and poetry available. I know that many of you will not write for a profession, but I hope that all of you will walk out of my class with at least one new poem or story you genuinely loved reading, and more confidence about your ability to take the techniques of fiction and poetry and use them in your own writing.

Prerequisites and/or Co-Requisites

ENGL 1301 or permission of the Department Chair. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

Learning Management System

This section of ENGL 2307 will [Learning Web](#) to supplement in-class assignments, exams, and activities, but may add some things through our [Eagle Online Canvas](#) portal. I will let you know if you need to get on Canvas, but expect you to check the course calendar on Learning Web each week on your own to see what is due and what is coming up.

HCCS Open Lab locations may be used to access Eagle Online Canvas or the Learning Web. When accessing the Internet, it is recommended that you use [FIREFOX](#) or [CHROME](#).

Scoring Rubrics, Sample Assignments, Other Resources

Look on your course website for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course.

Instructional Materials

Course Reader Information

We will use freely available web sources for most readings, supplemented occasionally by handouts in class. No textbook purchase is required for the course.

Other Instructional Resources

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

Supplemental Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

Course Overview for ENGL 2307

English 2307 is a practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama. Core curriculum course.

Core Curriculum Objectives (CCOs) for all ENGL Core Courses

ENGL 2307 satisfies three (3) hours of the communication requirement in the HCCS core curriculum. The HCCS English Discipline Committee has specified that the course address the following core objectives:

- **Critical Thinking:** Students will demonstrate creative thinking, innovation, inquiry, analysis, evaluation and synthesis of information.
- **Communication:** Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication.
- **Social Responsibility:** Students will demonstrate intercultural competency, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.
- **Teamwork:** Students will demonstrate the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.

Program Student Learning Outcomes (PSLOs) for all ENGL courses

Can be found at:

<https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/english/>

Course Student Learning Outcomes (CSLOs) for ENGL 2307

Upon successful completion of ENGL 2307, the student will be able to:

- Understand literary tropes and points of craft.
- Apply terms to specific examples and written exercises.
- Analyze representative works of published writers.
- Analyze and evaluate other students' works.
- Write creative works in a variety of genres.

Student Success in ENGL

As with any three-hour course, expect to spend **at least six hours per week** outside of class reading and studying the material. I will provide assignments to help you use those six hours per week wisely. Additional time will be required for written assignments. Successful completion of this course requires a combination of reading the textbook, attending class, completing assignments in Eagle Online, and participating in class discussions. There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as your guide.

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be calculated

- Facilitate an effective learning environment through class activities, discussions, and lectures
- Provide a description of any assignments
- Inform students of policies
- Provide the course outline and class calendar that will include a description of assignments
- Arrange to meet with individual students as required

As a student, it is your responsibility to:

- Attend class and participate in class discussions and activities
- Read and comprehend the texts
- Complete the required assignments
- Ask for help when there is a question or problem
- Keep copies of all documents, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies, including plagiarism, in the HCCS Student Handbook

Assignments

Written Assignments and Essays

Students will write a minimum of 5,000 words over the course of the semester. Your writing projects break down into the following: written comments on classmates' stories and poems, short written responses to readings, short responses to writing prompts, a close reading essay or special project, a revised short story and short-short, and a collection of revised poems. See "Grading Formula" section (below) and individual assignment sheets for Midterm and Final Portfolio (Learning Web) for more information.

Exams

In lieu of exams in this course, we will have a Midterm and Final Portfolio project.

In-Class Activities

In class activities include discussion (see "Professionalism" section, below), small groups work, short writing assignments, and quizzes as needed.

Grading Formula

Grading Breakdown

This is how your grades will be weighted:

Professionalism & Class Participation	10%
Written comments on classmates' writing	5%
Close Reading Essay / Special Project	20%
Midterm Writing & Homework Portfolio	30%
Final Writing & Homework Portfolio	35%

HCC Grading Scale can be found on this site under Academic Information:
<http://www.hccs.edu/resources-for/current-students/student-handbook/>

Course Calendar

Please see Learning Web for a detailed course calendar. Be aware that I may announce added assignments, changes to deadlines, and other modifications to the course calendar in class, and you will be responsible for knowing about these announcements whether or not you were present that day. Please be sure to check with a classmate if you miss class for a list of any assignments or announcements you may have missed.

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

Instructor's Policies

Academic Integrity

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

- **Plagiarism** is using someone else's ideas, arguments or research without giving credit through citation and/or using someone else's words without giving credit through quotation *and* citation. **Collusion** is unauthorized collaboration with another person in preparing written work offered for credit.
- Please note that in this class, turning in writing originally completed for another course counts as scholastic dishonesty. You may not turn in work completed for another course, and if you do so, it will be treated as a plagiarism offense.
- Likewise, faked research is scholastic dishonesty in this course. If you cite sources you don't use, invent quotes, or commit other dishonest research practices, it will be treated as a plagiarism offense.

Because this is a sophomore-level course, because writing original work is at the heart of this course, and because this is an elective, and you took it by choice, this course has high standards when it comes to requiring original work. The first instance of plagiarism in this course (even in a small homework assignment) will result in an F for the course.

Attendance Procedure

You are expected to attend class. I am not going to assign an attendance grade; there are no points available simply for showing up, and likewise, I assume that if you miss a class day, you have a good reason. I will tell you that students who do not regularly attend class rarely pass the course. This isn't because I penalize them, but rather because the information in the class is necessary for success in the class. Please also note that part of your Professionalism grade comes from participating in class activities and discussion, so you cannot earn those points if you are not present regularly in class.

When you miss class, you are still responsible for assignments due that day, announcements I made in class, and information from lectures and class activities. You should contact

another student in your section to get notes and a summary of what you missed. Contact this student before you contact me; I will fill in gaps if you have questions after you have made the initial effort to catch up, but can't re-teach the whole class via email to every student who misses a class.

Note that I do not withdraw students automatically should they stop attending classes. If you wish to withdraw from my course with a "W," make sure you withdraw yourself, and by the appropriate deadlines.

Student Conduct

Professionalism

10% of your course grade is based on the degree to which you model professional behavior in my course and how well you participate in class discussion. What does that mean? The following factors affect your Professionalism grade:

- Classroom discussion:
 - Participating in class discussion is absolutely essential in a creative writing course.
 - To maximize your points, participate in every class or nearly every class with discussion contributions that are on topic and show your familiarity with the readings/lecture material and your peers' written work.
- Respect for others: respect for people of all identities and all reasonable viewpoints will help your professionalism grade. Specifically, please be sure to use respectful language that is not perceived as racist, sexist, ableist, homophobic, transphobic, or disparaging toward the appearance, bodies, body size/shape, gender, gender identity/presentation, or sexual orientation of any person, whether or not they are in the classroom.
- Active listening: paying attention and taking notes when I am speaking, and paying attention while classmates are speaking, will help your professionalism grade. Do not speak to each other when someone else has the floor, and keep your attention on the speaker rather than on texting or other distractions.
- Being prepared: come to class with readings, pens, paper, and having done any homework or preparation requested; all these will help your professionalism grade.
- Avoiding disruptions: coming in quietly if arriving late and not disturbing your seatmates, leaving your phones on silent and not answering calls in class, notifying me if you will need to leave early and doing so without disrupting the class, and avoiding packing up early are all examples of ways you can help your professionalism grade. Not starting arguments with me or with fellow students during valuable class time is also important to this aspect of professionalism. Personal conflicts need to be handled outside of class time. Please note any continued disruption by you will result in my asking you to leave the course, and students who disrupt the course continuously may be asked to leave the course permanently.
- Respectfulness beyond the classroom: Please remember your professionalism is still being assessed in electronic environments (e.g., email and Eagle Online Canvas) and in office hours. If we are engaged in class-related communications, the expectations for professional behavior and language apply.

Other Course Policies

Readings

Our readings are online, but hard copies of readings are the best way to absorb reading material. I strongly urge you to print out at least the fiction/poetry readings and bring them

to class annotated. That said, this is the 21st century, and I am realistic. When printing out is not possible, try using printfriendly.com to make readings into a PDF, which will allow you to have a local copy on your phone/tablet/laptop (thus making sure you don't need our sometimes unreliable campus wifi to look at a reading we're discussing in class), and also allowing you to highlight, underline, etc. (Adobe Acrobat has a basic PDF reader with some annotation capabilities, but Foxit has a free, excellent PDF reader that will let you highlight, underline, and write all over your PDFs, even on your phones.)

Do get in the habit of marking up your readings. It will help you remember them, it creates a map of the reading to make it easier to refer back to as you write essays/study for tests, and it aids your understanding of what you read.

Please do have access to readings in class, whether it is electronic or hard copy access. Being able to refer to readings is essential to success in the class.

Required Materials

Please bring looseleaf, lined notebook paper and pens to each class in addition to the assigned readings (printed out or as PDFs on a device). Please also purchase a folder you can put in-class writings and handouts in. Sometimes I will ask you later to turn in something you completed on an earlier class day, so you need to keep your work until the semester is over.

Basic Assignment Requirements

Out of class homework assignments should be turned in typed (not handwritten). In class assignments may be handwritten, but please use ink rather than pencil. Major essays will be turned in via Turnitin.com.

I may give information to you about assignment requirements in this syllabus, verbally in class, and/or via a written assignment sheet. You are responsible for assignment requirements regardless of which way they are delivered.

- *Written Comments on Classmates' Work (5% of final grade)*
 - Please write 1-2 helpful comments on each classmate's fiction / poetry submission, due by start of class on workshop day(s). Make sure comments mention a specific element of the story/poem and what is successful/needs work about it. Comments like "I like ____" or "This needs work" will not receive points. Questions (like "Where is this scene happening?") are useful and will count.
 - If you aren't signed into Google when commenting on classmates' work, you need to SIGN each comment to receive credit for it.
- *Midterm and Final Portfolios*
 - Be aware that you will be asked to choose a selection of your homework assignments to turn in for each portfolio. I do not collect these assignments as we go along, which means you need to be sure you are doing them on time and storing them safely to turn in with your portfolios.
 - The heart of the portfolios is the revised work you'll turn in. Think of the writing you do for class as a very early draft, and expect to make major changes before re-turning those pieces in at portfolio time. Extent and success of revision are the major components of portfolio grades.

Late Work

Late work is accepted on a case-by-case basis at my discretion. I generally do not accept late homework / classwork / Eagle Online Canvas assignments, but I may choose to do so if you have an emergency, are able to document it, and I agree that leeway is warranted.

I do accept late major assignments (e.g., Close Reading assignment and Portfolios). Very late major assignments (more than five class periods late) will lose 50 points for lateness, but even turned in very late, are worth up to 50 potential points. So it is in your best interest to *always* turn in missing major assignments, even if they are very late.

I cannot accept any missing work of any kind later than the Friday before grades are due.

Electronics

You are welcome to bring a laptop or tablet to class for taking notes and accessing readings. There is a "one-strike" policy for distractions, however: the first time I see you using your laptop/tablet to entertain and distract yourself/others instead of doing coursework, you will lose the privilege of having it in class for the rest of the semester.

Cell phones should be on silent and put away unless you are accessing a reading or using them at my direction. If you have an urgent call or text you are expecting and need to leave your cell phone out on that one day, see me before class to explain. Do not answer calls in class.

Grades and Grade Reports

I am happy to discuss how you are doing with your professionalism if you schedule an appointment with me to discuss it.

You can track your grades on assignments by looking at them on online, where you will also be able to see the comments I make on them to help you do better on future papers.

Homework is graded on a completion basis and is always worth five points unless I state otherwise, so you can track your own homework grade simply by keeping track of what you turn in. This is your responsibility to do. I will not send you grade reports on your homework because you have the option to track it yourself.

Please be aware that most HCC instructors have a minimum of 125 students per semester, so your papers and other work take some time to grade and return to you. Expect approximately three weeks between when you turn in a major assignment and when you receive a grade.

Talk to Me

If you are having trouble with class, whether it's because of a life issue or difficulty with the material, please come to me and let me know what's going on as soon as you start having difficulties. I can't help you if I don't know that you're struggling, and I want you to have the same opportunity everyone else does to do well in the course. Please don't be afraid to come to office hours, drop me an email, or ask to speak to me after class. I'm here to help you succeed

HCC Policies

Here's the link to the HCC Student Handbook <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

EGLS³

The EGLS³ ([Evaluation for Greater Learning Student Survey System](#)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS³ surveys are only available for the Fall and Spring semesters. EGLS³ surveys are not offered during the Summer semester due to logistical constraints.

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

Office of Institutional Equity

<http://www.hccs.edu/departments/institutional-equity/>

disAbility Services

<http://www.hccs.edu/support-services/disability-services/>

Title IX

<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

Office of the Dean of Students

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

Department Chair Contact Information

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