



**Division of English and Communications  
English Department**

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

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ENGL 2307: Creative Writing I | Lecture | 17573  
Fall 2020 | 12 Weeks (9.21.2020-12.13.2020)  
Online Anytime | 3 Credit Hours | 48 hours per semester

### Instructor Contact Information

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|-------------|-----------------------|---------------|-----------------------------|
| Instructor: | Eva Foster, MFA, PhD  | Office Phone: | n/a (campus not open)       |
| Office:     | n/a (campus not open) | Office Hours: | online, 3-5 Mon and by appt |
| 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

**Canvas Inbox and email ARE THE BEST WAY TO REACH ME.** Please contact me with questions or concerns at [eva.foster@hccs.edu](mailto:eva.foster@hccs.edu) or in Canvas Inbox. I will do my best to respond to emails within 24 hours Monday through Friday; I will reply to weekend messages by the end of the day Monday.

**Please do not call me.** I am not teaching on campus, even if and when it opens, so I will not be using or checking my office phone this semester. If you want to talk to me on the phone, we can make an appointment to do that via email.

### 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 use [Eagle Online Canvas](#) and/or the Learning Web for all assignments, exams, and activities. When accessing the course on Canvas, it is recommended that you use [FIREFOX](#) or [CHROME](#).

This semester, there are three modalities for English courses: Online Anytime, Online on a Schedule, and Flex Campus. Online Anytime classes are traditional online courses; coursework is online, and there are no meetings at specific times. Online on a Schedule classes are online courses with traditional meeting components; coursework is online, and there are specific times to log in for scheduled class meetings. Flex Campus are in-person classes; coursework is online, and students have the choice to come to campus or to participate online during scheduled class meetings.

This section of ENGL 2307 is Online Anytime. We don't have scheduled meeting days, but for the sake of predictability, readings and assignments will generally be due on Tuesdays or Thursdays.

### **HCC Online Information and Policies**

<http://www.hccs.edu/online/>

### **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 online readings, all of which will be posted or linked to in Eagle Online Canvas. 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. 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. A lot of this wordcount will come from homework and classwork (short writing assignments, often writing exercises or reading responses). For a list of the longer, major assignments, see the grading breakdown posted later in this document.

### Exams

There will be no exams in this course.

### Grading Formula

#### Grading Breakdown

This is how your grades will be weighted:

|   |     |
|---|-----|
| Professionalism   | 5%  |
| Class Participation & Written Comments<br>on Classmates' Drafts | 20% |
| Close Reading Essay / Special Project                           | 15% |
| Midterm Writing & Homework Portfolio                            | 25% |
| 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 Canvas for a detailed course calendar. Be aware that I may announce added assignments, changes to deadlines, and other modifications to the course calendar via email, in the Canvas announcements feature, or in an assignment instructions on Canvas, and you will be responsible for knowing about these announcements whether or not you signed into Canvas during that period of time. Please check Canvas and your HCC email regularly to make sure you are up to date on any changes and announcements.

### 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/>

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 log into Canvas to check course calendar, announcements, and assignments at least twice weekly.

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/login, you have a good reason. I will tell you that **students who do not regularly log in 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 course grade comes

from participating in class activities and discussion, so you cannot earn those points if you are not regularly present on Canvas.

**When you miss class/logins, you are still responsible for assignments due that day, announcements I made, and information from lectures and class activities.** You should read discussions and announcements to catch up, and contact another student in the course to confirm 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 has been absent.

HCC does not have an "excused absence" policy, so there is no need to show a doctor's note if sickness keeps you out of the course, etc. All absences "count," and you need to find a way to get assignments turned in whether you are present or not. However, if you have a serious, documented emergency, such as having an immediate family member hospitalized or being hospitalized yourself, I will work with you; please let me know ASAP so we can figure out how to get you back on track.

## Student Conduct

Part 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:

- Class discussion posts:
  - Participating in a relevant, high-effort way for class discussion posts is absolutely essential in a creative writing course.
  - To maximize your points, participate in every discussion post 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 learning: paying attention to readings and annotating or taking notes from them, and paying attention to what classmates submit for workshop or post in discussion, will help your professionalism grade. When you do these things, your comments on classmate drafts will be salient and your reading responses and discussion posts will be more in-depth and relevant.
- Being prepared: come to Canvas with readings, pens, paper, and having done any homework or preparation requested; all these will help your professionalism grade.
- Avoiding disruptions: Not starting arguments with me or with fellow in "classroom"-type spaces (such as discussion posts) is also an important aspect of professionalism. Personal conflicts need to be handled directly with the person, politely, and outside of spaces where other students are doing classwork. 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 Requirements

### 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 annotate them before attempting assignments/discussions about them.

That said, this is the 21<sup>st</sup> century, and I am realistic. When printing out is not possible, try using [printfriendly.com](http://printfriendly.com) to make readings into a PDF. 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 notebook paper and pens to Canvas in addition to having the assigned readings open. You'd be amazed how much it can help with assignments if you can jot down lists/questions/quick outlines and/or draft by hand when you get stuck.

This is an online course, so you need internet access to complete course materials. If your internet access goes down at home, remember that HCC has some mobile wifi spots available as well, and other places (e.g., the public library, Starbucks parking lots) have internet access. Therefore, a temporary failure of home internet is not an acceptable reason to miss things from the course. (Of course it's possible you might miss a single homework assignment! What I mean is that bad internet at home can't be a reason for you to be routinely absent / unable to do assignments.)

### Basic Assignment Requirements

Homework assignments should be turned in typed in a standard file format (docx or pdf), or typed directly into a text box on the assignment when provided.

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*
  - 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**

I am honestly not very worried about assignments being handed in a day or two late. Please aim for *approximate* timeliness—I do know life happens and people forget things. **You don't need to contact me if something is going to be less than 48 hours late.**

**Please note this does not apply to the final portfolio.** At that point in the semester, grading deadlines do not allow me to extent this much flexibility.

If you're going to be turning in something more than 48 hours late, you need to contact me to see if I will accept it, and if I say yes, notify me again when you turn it in so I can grade it.

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.

### **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 assignments take some time to grade and return to you. Expect approximately three weeks between when you turn in an 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, ask for an appointment, or send me an email. 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
- Ability 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

### EGLS<sup>3</sup>

The EGLS<sup>3</sup> ([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. EGLS<sup>3</sup> surveys are only available for the Fall and Spring semesters. EGLS<sup>3</sup> 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/>

### Ability Services

<https://www.hccs.edu/support-services/ability-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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