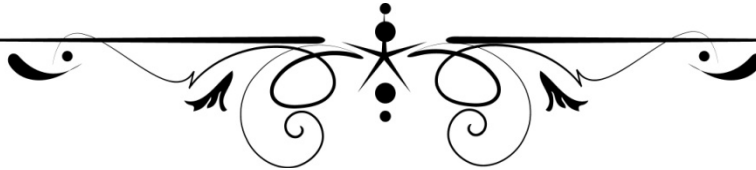


English 2307: Creative Writing I—Spring 2017
CRN#13428 / Mon-Wed, 9:30-11:00 / Alief-Hayes campus / Room B-203
Eva Foster

Email: eva.foster@hccs.edu / Office: Room C-317 / Phone: 713-718-5592
⇒EMAIL IS THE BEST WAY TO REACH ME⇐


Learning Web: <http://learning.hccs.edu/faculty/eva.foster>

Office Hours: Thursdays 12:30-1:30 at Northline library, and by appointment
3-hour lecture course | 48 hours per semester | 16 weeks







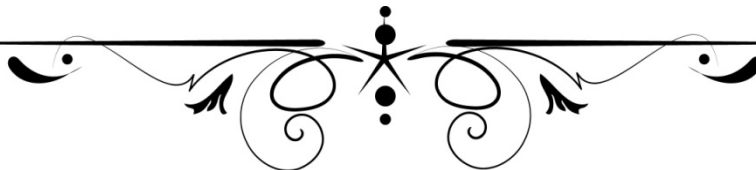
Course Materials

Required Texts

 Online readings, various (must be printed out and brought to class)

Materials

-  Ink pens for in-class writing (avoid pencil, please)
-  Lined notebook paper for in-class writing
-  A folder to keep papers in
-  A printer at home with plenty of printer ink, a printing account at school, or both



Prerequisites, Outcomes & Objectives

Prerequisites

English 1301 or a satisfactory score on the CLEP exam.

Course description

Practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama.

Student Learning Outcomes

Upon successful completion of this course, students will:

- 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.

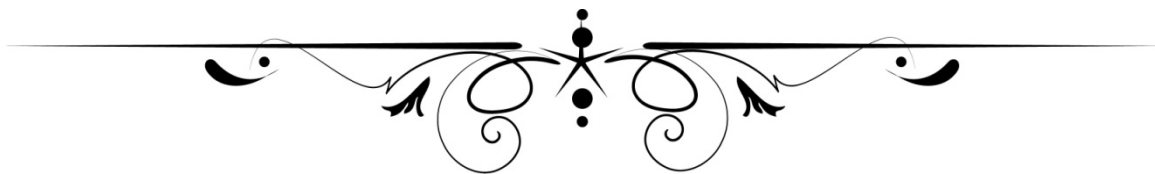
English Program Learning Outcomes

- Write in appropriate genres using varied rhetorical strategies.
- Write in appropriate genres to explain and evaluate rhetorical and/or literary strategies employed in argument, persuasion, and various genres.
- Analyze various genres of writing for form, method, meaning, and interpretation.
- Employ research in academic writing styles and use appropriate documentation style.
- Communicate ideas effectively through discussion.

Core Objectives

Given the rapid evolution of necessary knowledge and skills and the need to take into account global, national, state, and local cultures, the core curriculum must ensure that students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning. Students enrolled in this core curriculum course will complete assignments designed to cultivate the following core objectives:

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



Assignment & Course Requirements/Policies

Minimum writing requirement

You will write a minimum of 6,000 words during the semester.

Grade Breakdown

This is how your grades will be weighted:

Writing exercises, reading responses, & homework	15%
Written peer feedback, class participation & professionalism	15%
Close Reading Essay	15%
Independent or Group Project	20%
Midterm Portfolio Review	15%
Final Portfolio Review	20%

Grading scale

A = 90-100

B = 80-89

C = 70-79

D = 60-69

F = 59 and below

Assignment Info, Policies, & Requirements

Assignments must meet requirements as outlined in this document, verbally conveyed in class, *and* explained on assignment sheets. Assignments that do not meet requirements will lose points. I also reserve the right to refuse to accept assignments that don't meet requirements.

Readings are online. Printing out assigned readings and bringing them to class is required (except handbook readings). We look at readings on paper rather than on phones or tablets because research suggests that we retain and understand material better when we annotate it and interact with it on paper.

Homework/Classwork

- Homework assignments must be turned in typed (11-12 pt Times New Roman/Cambria, 1" margins), and stapled if more than one page.
- In-class assignments are turned in written in ink.
- Must be turned in on time to receive credit (no late work).
- Not accepted via email.

Quizzes

- There may be pop quizzes on readings.
- Makeup quizzes are not available.

Out-of-class essays/projects

- Must be submitted through Turnitin.com.
- Must be typed in black print, 11 or 12 point Times New Roman/Cambria with 1" margins.
- Not accepted via email.

Late Work

- Late major assignments will lose ten points for each class period they are late until they reach an F (50). I stop deducting for lateness at that point, which means even very late major assignments are potentially worth a lot of points.
- Quizzes, classwork, and homework are not generally accepted late. However, if you have pre-notified me of a religious holiday via email two weeks in advance, I will work with you on making up what you missed; or if you have a documented,

unforeseeable emergency, *at my discretion, if I agree with your definition of “emergency” and “documented,”* I may work with you on making up what’s missed.

General Course Policies & Requirements

Absences

- You are expected to attend class. **After four unexcused absences (2 weeks or 12.5% of the course), your Professionalism grade drops** to an F (50%). That is, on your fifth absence, the grade drops. If you have more than four absences before the official date of record, you may be automatically withdrawn from the course.
- When you miss class, you are still responsible for what happens in class.
 1. Any work due the day you miss class is still due if you are not there.
 2. Any announcements (including changes in assignments or the syllabus) still apply to you if you are not there. You will be expected to know anything announced or done in class whether you are there or not.
 3. You should contact another student in your section to find out what you missed and copy their notes. I am glad to meet with you during office hours to answer questions about anything that happened in class, but I won't email a summary of the class to you or re-teach that day's class in my office hours.

Academic Honesty

- From the student handbook: “Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by college district officials against a student accused of scholastic dishonesty. **Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.** Possible punishments for academic dishonesty may include a grade of “O” or “F” on the particular assignment, failure in the course, and/or referral to the college Dean of Student Services for disciplinary action up to and including expulsion. Students have the right to appeal the decision.”
- **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 you have many options when it comes to arts and creative-arts courses, 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.**

Electronic Devices

- Laptops and tablets are welcome if you take notes best by typing and/or use a slate and stylus to take electronic notes. That said, there is a “one strike” rule. The first time I believe that your laptop/slate is distracting you—or anyone else—you will lose the privilege of using it for the rest of the semester in my class.
- “Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations” (Official HCC statement).
- Please leave your cell phones on vibrate/silent and put away unless I ask you to use them for a research task.
 - I should not hear or see your cell phone at all, ever (except in the rare instances where I’ve assigned something that requires it). If your cell phone is often out when it shouldn’t be, it will hurt your professionalism grade.
 - If you have a special reason your cell phone must be on for a particular day, tell me what it is. I’m not unreasonable. It will need to be an important reason and limited in terms of time, though (i.e., “my work needs to call me every day at this time” is a no, but “my wife is going to go into labor sometime this week” is a yes).

Professionalism

Our class will reproduce in many ways a “real-world” work environment, and you will be expected to participate professionally—be on time and prepared, meet deadlines, do your fair share, and be polite. See below for specifics.

- **Classroom Discussion**
 - Participating in classroom discussion is absolutely essential in a creative-writing course.
 - To receive points, participate regularly with contributions that are on topic, show your familiarity with lecture material + assigned readings + your peers’ written work, and demonstrate respect for a diversity of viewpoints and identities.
 - *A word on respect:* Classroom discussion should be civilized and respectful to everyone (other students, me, and people of all identities and all reasonable viewpoints). What does that look like?
 - Pay attention when others are talking (other students or me), which means not talking or whispering to others when someone has the floor, disappearing into your phone, or otherwise distracting/disrupting.
 - When you are talking, use respectful language. That includes not using language likely to be perceived as racist, sexist, ableist, homophobic, or transphobic and not commenting in a disparaging way on anyone’s appearance (including people who are not in the classroom). It is possible to discuss all topics from just about any political point of view while adhering to this level of civility.
- **Arriving late / leaving early**

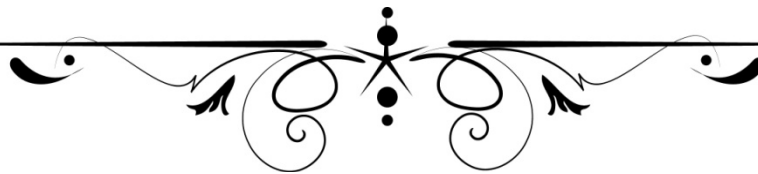
- Aim for timeliness. If you come in late, you should check with a classmate after class to see what you may have missed. If you miss the quiz because of lateness, there is no make-up available. If you come in more than 20 minutes late, I reserve the right to mark you absent for the day. Routine, marked lateness will hurt your professionalism grade.
- Expect to stay for the entire class. If you leave early, I reserve the right to mark you absent for the day. (If you need to leave early one day for a specific reason, I will likely make an exception if you notify me at the beginning of class.)
- **Packing up**
 - I'll give you time to get to your next class. If I haven't stopped by ten till the next session, remind me—I won't be angry. In return, please do not begin packing up early. This is distracting and contagious. If you pack up early, I reserve the right to mark you absent, as you have essentially "left" class early.
- **Come to class prepared.** Being prepared means:
 - Reading and annotating materials before class so you are ready to discuss.
 - Bringing books or readings, paper, and pens to every class, along with any other required materials (e.g., draft worksheets with peers' writing on workshop days).
 - Contacting another student if you were absent last time so you can be prepared for the next class.
- **A note about printing:** Our readings will be from the web.
 - Printing these readings out and bringing them on the class day they are due is required because being able to refer to readings during discussion is required.
 - If you often fail to bring required printouts, you will receive a failing Professionalism grade, and I reserve the right to begin asking you to leave class and not return until you have the required printouts.
- **Respect everyone's right to a non-disruptive learning environment.**
 - See "Electronic Devices" for policy on cell phones. TLDR version: don't use them in class.
 - Please do not talk to each other while I am talking or when another student is talking.
 - *Any* disruption of class may result in your being asked to leave the class for the day. Repeated disruptions will be handled via the formal procedures in place at HCC, and can result in your expulsion from the class.
- **Professionalism expectations extend beyond the classroom.**
 - Your actions (negative and positive) in office hours, as well as in electronic environments such as email and class-related social media, also affect your professionalism grade because they are part of your class participation.

Withdrawals

- **I will not automatically withdraw you from the class**, no matter how many classes you miss. The State of Texas imposes penalties on students who drop courses excessively. For example, if you take the same course more than two

times, you have to pay extra tuition. In 2007, the Texas Legislature passed a law limiting new students (those starting college in Fall 2007) to no more than six total course withdrawals throughout their academic career in obtaining a baccalaureate degree. There may be future penalties imposed. Consider this policy carefully when deciding from which classes to withdraw, and remember that it is your responsibility to withdraw from classes by the required due dates. If you stop attending and don't withdraw, you are subject to the FX grading policy (see below).

- **International Students:** Receiving a W in a course may affect the status of your student Visa. Once a W is given for the course, it will not be changed to an F because of a visa consideration. Since January 1, 2003, international students are also restricted in the number of distance education courses that they may take during each semester. International students must have full-time enrollment status of 12 or more semester credit hours, and of these at least 9 semester credit hours must be face-to-face on-campus courses. Please contact the International Student Office at 713-718-8521 or email int_student_svcs@hccs.edu, if you have any questions about your visa status and other transfer issues.
- **Final Grade of FX:** Students who stop attending class or stop actively participating in class and do not withdraw themselves prior to the withdrawal deadline may ~~either be dropped by their professor for excessive absences or~~ be assigned the final grade of FX at the end of the semester. Students who stop attending classes or who stop actively participating in classes will receive a grade of FX, as compared to an earned grade of F, which is due to poor performance. Logging into a DE course without active participation is considered non-attending.
 - Please note that HCC will not disperse financial aid funding for students who have never attended class. Students who receive financial aid but fail to attend class will be reported to the Department of Education and may have to pay back their aid. A grade of FX is treated exactly the same as a grade of F in terms of GPA, probation, suspension, and satisfactory academic progress.



Student Services & HCC Policies

Ability Services: Houston Community College is dedicated to providing an inclusive learning environment by removing barriers and opening access for qualified students with documented disabilities in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. Ability Services is the designated office responsible for approving and coordinating reasonable accommodations and services in order to assist students with disabilities in reaching their full academic potential. In order to receive

reasonable accommodations or evacuation assistance in an emergency, the student must be registered with Ability Services.

If you have a documented disability (e.g. learning, hearing, vision, physical, mental health, or a chronic health condition), that may require accommodations, please contact the appropriate Ability Services Office below. Please note that classroom accommodations cannot be provided prior to your Instructor's receipt of an accommodation letter and accommodations are not retroactive. Accommodations can be requested at any time during the semester, however if an accommodation letter is provided to the Instructor after the first day of class, sufficient time (1 week) must be allotted for the Instructor to implement the accommodations.

Ability Service Contact Information

Northeast College

713-718-8322

Adaptive Equipment/Assistive Technology

713-718-6629

713-718-5604

Interpreting and CART services

713-718-6333

Course Evaluations: [EGLS3 \(Evaluation for Greater Learning Student Survey System\)](#): At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Go to www.hccs.edu/egls3 for directions.

Firearms: No firearms are allowed on campus. If you see anyone carrying a firearm on campus call the **HCC Police Department at 8-8888** immediately. Texas House Bill 910—known as the “Open Carry” law—provides holders of a handgun license may now carry their handgun visibly in a waist belt holster or a shoulder holster, but they may not openly carry on or in a college campus or building and they may not openly carry on any public or private driveway, street, sidewalk or walkway, parking lot, parking garage or other parking area of the college. Open Carry is effective as of January 1, 2016. Campus carry and open carry are two (2) separate laws. Texas Senate Bill 11—known as the “Campus Carry” law—will allow individuals who have a valid Texas handgun license to carry a concealed handgun in certain areas on college campuses. The Campus Carry law becomes effective at 4-year institutions on August 1, 2016 and at 2-year institutions on August 1, 2017. All information regarding both Open Carry and Campus Carry will be posted at <http://www.hccs.edu/campuscarry>.

Libraries: HCC has a Learning Resource Center at each campus for student use. The library provides electronic resources including an online catalog system as well as numerous databases that contain full-text articles all available at <https://library.hccs.edu>. Additionally, many of the required texts are on reserve at the library. Find out library locations and hours here: http://library.hccs.edu/about_us/intersession_hours

Open Computer Labs: Students have free access to the internet and word processing in open computer labs available at HCC campuses. Check on the door of the open computer lab for hours of operation.

Title IX Discrimination: Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination. Information regarding these rights are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance. It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations by logging in from your HCC student email account, go to www.edurisksolutions.org Go to the button at the top right that says **Login** and click. Enter your student number.

Tutoring

Tutoring Centers

- The HCC Tutoring Centers provide academic support to our diverse student population by creating an open atmosphere of learning for all students enrolled at HCC. Using a variety of tutoring techniques, we assist students across academic disciplines, addressing their individual needs in a constructive, safe, and welcoming environment. Our emphasis is on maximizing academic potential while promoting student success and retention. We are committed to helping students achieve their educational, personal, and career goals by empowering them to become confident, independent, lifelong learners.
- Tutoring for individual subjects is offered at specific times throughout the week on various campuses. There is no need to make an appointment. If you need a tutor, please refer to our website: hccs.edu/findatutor for times and locations. For more information about tutoring at HCC, please go to hccs.edu/district/students/tutoring.

Online Tutoring

- The goal of online tutoring is to help students become academically independent through guided assistance by HCC faculty or faculty-eligible tutors in almost all departments. Our tutoring is asynchronous, which means that it is NOT real-time.
- Students can get real-time help on campus and through several textbook sources. We believe that when tutors can take time to absorb and analyze the work, we give a different type of help. Because the tutoring is asynchronous, it is important for students to plan ahead. It generally takes about two days to get a complete review back, and it may be longer than that when hundreds of papers come in every day for several days in a row. It is crucial for students to look at the yellow banner on the log-in page to see how long the turn-around time is.
- Students can submit work 24/7/365; we tutor even when the college is closed for holidays or natural disasters. All HCC students can take advantage of online tutoring by logging on to hccs.upswing.io. The HCC email address and the associated password get students into the online tutoring site, so when the email password changes, so does the Upswing password.

