

COURSE APPROVAL DOCUMENT
Southeast Missouri State University

Department: English
Title of Course: Topics in Writing

Course No: EN 325
Date: December 11, 2014

New Revision
Repeatable

- I. Catalog Description (Credit Hours of Course):
Directed study and writing workshop of special topics in writing (3 hours credit)
- II. Co- or Prerequisite(s):
EN 140
- III. Purposes or Objectives of the Course (optional):
 - A. To introduce students to a style or genre or issue in writing
 - B. To assist students in adopting the strategies, concepts, and devices of that type of writing
 - C. To encourage students to read critically about the writing topic
 - D. To enable students to create their own cognitive and technical pathways within the writing topic
- IV. Student Learning Outcomes (Minimum of 3)
 - A. Students will demonstrate the ability to communicate effectively in both oral and written critiques of creative writing by satisfactorily engaging in written and oral comments on peer writing during the class writing workshops.
 - B. Students will demonstrate the ability to think critically about trends and audience in the writing topic by satisfactorily completing a professional review of a recently released book in the topic field or by completing a researched paper on an area within the topic.
 - C. Students will demonstrate the ability to create structure in the writing topic by satisfactorily completing a work representative of that writing topic.
- V. Expectations of students:
 - A. Reading of texts and other assigned materials
 - B. Participation in class discussions
 - C. Submission of answers to study questions
 - D. Completion of an appropriate amount of written works within the subject matter (e.g., a substantial portion of novel, 3 short stories, 8 poems, or other appropriate amounts of writing)
 - E. Completion of a research project or review
 - F. Successful performance on final exam
- VI. Course Content or Outline (Indicate number of class hours per unit or section): 45 hours total
As befits a Writing course, each EN 325 Topics course will be writing intensive, will incorporate workshop pedagogy, and will include parallel readings from seminal texts within the topic's published materials. Because the course will change each time the course is offered, there is no set syllabus, but as a writing class, it will include in-class and outside-class writing, in-class workshops, contemporary readings within the topic, and a portfolio of writing developed over the semester.

Contemporary readings, primary and secondary (9 hours)
In-class writing (6 hours)
Workshop and commentary preparation (9 hours)
Writing and revising assignments outside of class (18 hours)
Revision of portfolio (3 hours)

Policies

Statement on Non-Discrimination: Missouri's public universities are equal-opportunity educational institutions and do not discriminate on the basis of race, color, national or ethnic origin, religion, sex, or sexual orientation for programs, activities, or employment, in accordance with the Civil Rights Act of 1964 and Title IX of the Educational Amendments.

Statement on Academic Honesty: Missouri's public universities are committed to intellectual integrity in their academic pursuits. Academic dishonesty constitutes unacceptable behavior and includes unauthorized assistance in completing required course assignments or testing. Unauthorized assistance includes electronic transfer. Plagiarism, that is, submitting someone else's work or part there of, as your own, is considered to be cheating. Breaches of intellectual integrity will result in disciplinary measures, based on the policies and procedures of the student's home institution. These may include:

- 1) a failing grade for a particular assignment;
- 2) a failing grade for the course;
- 3) suspension for various lengths of time from the university; and/or
- 4) permanent expulsion from the university.

Statement on Student Disabilities: Reasonable accommodations will be provided upon request for persons with disabilities in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990. If you are a person with a disability, either learning related or physical, who requires an accommodation to participate in university programs, services, or activities please contact the disability services staff at your university of record.

How to Handle Complaints

You should first meet with your instructor and attempt to resolve the problem. If the matter is not resolved after meeting with the instructor, you will need to make an appointment with the Department Chair, Dr. Susan Kendrick. If the matter is not resolved at the Department Chair level, you should follow the grade appeals process outlined in the student day planner under University Rules, Policies & Statements.

Signature: _____ Date: _____
Chair

Signature: _____ Date: _____
Dean

Approved by Academic Council, April 1, 2014
Revision: April 1, 2014

**EN 325: Topics in Writing Sample Syllabus
(Various Professors)
Southeast Missouri State University
Office Hours: TBA**

Course Description

Students will read, discuss, and practice writing various forms of poetry and fiction, and reading contemporary texts within the genre or style of writing on which the course focuses, in a discussion-oriented workshop setting. Students are not required to have a background in creative writing or contemporary literature. Each student will attend classes, complete assignments, participate in discussions, and show progress in writing from the point at which that particular student starts.

Course Objectives

- To introduce students to a style (ways of writing) or genre (type of writing, such as poetry or fiction, etc) or issue (such as narrative strategies, a particular social issue in writing, or use of specific poetic devices) in writing
- To assist students in adopting the strategies, concepts, and devices of that type of writing
- To encourage students to read critically about the writing topic
- To enable students to create their own cognitive and technical pathways within the writing topic

Student Learning Objectives

- Students will demonstrate the ability to communicate effectively in both oral and written critiques of creative writing by satisfactorily engaging in written and oral comments on peer writing during the class writing workshops.
- Students will demonstrate the ability to think critically about trends and audience in the writing topic by satisfactorily completing a professional review of a recently released book in the topic field or by completing a researched paper on an area within the topic.
- Students will demonstrate the ability to create structure in the writing topic by satisfactorily completing a work representative of that writing topic.

Assignments and Grading

Class Participation	20%
Oral Presentation	10%
Professional Review or Paper	10%
Midterm Exam	20%
Final, Revised Portfolio	40%

Policies

Statement on Non-Discrimination: Missouri's public universities are equal-opportunity educational institutions and do not discriminate on the basis of race, color, national or ethnic origin, religion, sex, or sexual orientation for programs, activities, or employment, in accordance with the Civil Rights Act of 1964 and Title IX of the Educational Amendments.

Statement on Academic Honesty: Missouri's public universities are committed to intellectual integrity in their academic pursuits. Academic dishonesty constitutes unacceptable behavior and includes unauthorized assistance in completing required course assignments or testing. Unauthorized assistance includes electronic transfer. Plagiarism, that is, submitting someone else's work or part thereof, as your own, is considered to be cheating.

Breaches of intellectual integrity will result in disciplinary measures, based on the policies and procedures of the student's home institution. These may include:

- 1) a failing grade for a particular assignment;
- 2) a failing grade for the course;
- 3) suspension for various lengths of time from the university; and/or
- 4) permanent expulsion from the university.

Statement on Student Disabilities: Reasonable accommodations will be provided upon request for persons with disabilities in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990. If you are a person with a disability, either learning related or physical, who requires an accommodation to participate in university programs, services, or activities please contact the disability services staff at your university of record.

How to Handle Complaints

You should first meet with your instructor and attempt to resolve the problem. If the matter is not resolved after meeting with the instructor, you will need to make an appointment with the Department Chair, Dr. Susan Kendrick. If the matter is not resolved at the Department Chair level, you should follow the grade appeals process outlined in the student day planner under University Rules, Policies & Statements.