DEPARTMENT OF ENGLISH
ENGL 251 – L5
M/W 16:00-18:45
SPRING 2021

Instructor	Lourdes Arciniega
Email:	mlarcini @ucalgary.ca Monday-Friday 9-5 p.m. No responses on evenings, weekends or holidays. Responding only to @ucalgary addressees.
Web Page:	D2L (access via MyUofC portal)
Office Hours:	By appointment requests through email.

Course Description:
An examination of the relationship of literature to the world around us, with instruction in close reading and critical writing. Considers how literature as a cultural practice responds to and reflects its social context. Includes the study of at least one text by an Indigenous author.

Course Delivery:
This course will take place **online** via Desire2Learn (D2L) and Zoom. To best succeed in the course, students are encouraged to participate in the asynchronous learning tasks using the D2L learning environment and synchronous Zoom sessions**.**

When unable to participate live due to the time difference or unforeseen circumstances, it is **each student's responsibility** to:
   a) catch up on any missed material by asking colleagues to share notes,
   b) review the class outline set out by the instructor prior to each class, and
   c) keep up with the readings as outlined in the Course Schedule.
The Instructor **will not** provide notes for missed lectures and lectures are not recorded.

The course lasts 7 weeks with the first day of classes on Wednesday, May 5th and the last day of classes on Wednesday, June 16th.

There will be **12 synchronous Zoom sessions throughout the term** with a one-hour lecture at the start of each session (May 5, 10, 12, 17, 19, 26, 31, June 2, 7, 9, 14 and 16). Students will be given work to do in the asynchronous part of the session, and are expected to undertake it independently.

There are **no make-ups for any of the assignments of this course,** therefore make note of all the due dates and the class times to ensure that you are complying with the deadlines.

Students **must complete the following assignments to be eligible to receive a passing grade for the course: The Final Essay, the Final Exam, the Close Reading of a text and the Critical Reading of a Performance of the Text.** These four assignments are worth 90% of a student's final grade.

COURSE LEARNING OUTCOMES

Upon successful completion of this course, students will be able to:

1. Develop close reading skills understanding how a text is constructed by familiarizing themselves with its various literary components.

2. Develop and effectively apply a vocabulary of technical terms and critical tools to interpret texts.

3. Write strong, well-supported, clear, and engaging academic essays. Students will understand how to craft arguments and how to support these standpoints effectively through proper documentation, which will include recognizing and avoiding plagiarism.

4. Develop library research skills such as searching reference works, books and articles in various formats, and understand how to link these sources to their academic work.

5. Read and critique the work of academic scholars by referring to their own research and understanding of class lectures.

LEARNING RESOURCES

Required Texts and readings:
Fowler, Karen Joy. *We are All Completely Beside Ourselves.*
Shelley, Mary. *Frankenstein. The 1818 Text.*
Wells, H.G. *The Island of Dr. Moreau*
"This is History" by Beth Brant (short story provided by the Instructor)

LEARNING TECHNOLOGIES AND REQUIREMENTS

There is a D2L site for this course which contains information on the required readings and other relevant class resources and materials (see d2L.ucalgary.ca).

In order to successfully engage in their learning experiences at the University of Calgary, students taking online, remote and blended courses are required to have reliable access to the following technology:
- A computer with a supported operating system, as well as the latest security, and malware updates;
- A current and updated web browser;
- Webcam (built-in or external);
- Microphone and speaker (built-in or external), or headset with microphone;
- Current antivirus and/or firewall software enabled;
- Broadband internet connection.

Assignments and Evaluation:

Critical Reading of a Performance of a Text (25%)
Students will be asked to watch an online performance of *Frankenstein* (available through the University of Calgary's library) and compare and contrast specific scenes with the original text which will be analyzed in class lectures. Students will have to engage with issues of how the text is constructed and then adapted for stage (800 words).

Close-reading Assignment (10%)
Students will be given an excerpt of a text read in class and asked to provide a close-reading based on the themes and ideas given in the lectures (400 words).

Essay (30%)
Students will be asked to write a clear, argumentative research essay applying the library research skills they have learned and using two refereed sources to support their standpoint (1000 words).

Final Exam (25%)
Students will write a Registrar-scheduled exam consisting of short and long answer questions. No multiple-choice questions will be given.

Participation (10%)
There are two components to this grade:
1. Students will answer a set of questions quizzing them on their library research for the writing of their final essay (5% of the Participation grade).

2. Students will post comments to 5 discussion questions set by the instructor following some lectures (each question is worth 1% for a possible total of 5% of the Participation grade).
   - There will be a set time to respond to these questions and then the forum will be locked.
   - Students are expected to write 2-3 sentences in a thoughtful manner showing their familiarity with the work.
   - To account for a day when student may have to be absent, students will have 6 opportunities to submit their posts with only 5 of these posts counting towards their participation grade.

ATTENDANCE AND PARTICIPATION EXPECTATIONS
Students are expected to attend class regularly and to be fully present and engaged in class activities and discussion in a respectful manner that contributes to everyone's understanding and engagement with the course material.

If students miss a synchronous session, it is their responsibility to reach out to colleagues – not the Instructor – for missed class notes, to review the readings assigned by referring to the Course Schedule, and to ensure they are up to date on any instructions given regarding class assignments. There is no

recording of class lectures, therefore students are encouraged to attend the synchronous sessions listed above.

Additional Regulations:

- There is a Registrar Scheduled Final Exam for this course and students must be available to take it during the examination period (June 21-23, 2021).

- There are no make-up assignments for this course. If students miss submitting an assignment, they will receive a grade of "0" on that assignment.

- Students must submit all assignments in the appropriate D2L dropbox in Word or PDF format by 11:30 p.m. on the due dates listed in the Course Schedule. No assignments will be accepted via email or any other means.

- Assignments submitted after the deadline will be penalized with the loss of a third of a grade (an A- to B+) for each business day [not class] that the assignment is overdue. No assignments will be accepted one week past the assignment deadline without the prior consent of the instructor.

- No extensions will be given on Assignments after the due date. If there are extenuating circumstances, students must request an extension before the assignment due date, and a short extension may be given at the instructor's discretion.

- If you have any questions throughout the course, communicate via email in a respectful, professional and timely manner. I will endeavor to respond to your emails within 24 hours, unless the inquiry has been sent on a weekend, holiday, or an evening. Use only your @ucalgary email for any communication.

CONDUCT
Students, employees, and academic staff are also expected to demonstrate behaviour in class that promotes and maintains a positive and productive learning environment. As members of the University community, students, employees, and academic staff are expected to demonstrate conduct that is consistent with the University of Calgary Calendar, the Code of Conduct and Non-Academic Misconduct policy and procedures, which can be found at: **http://www.ucalgary.ca/pubs/calendar/current/k.html**

USE OF INTERNET AND ELECTRONIC COMMUNICATION DEVICES IN CLASS

The use of laptop and mobile devices is acceptable when used in a manner appropriate to the course and classroom activities. Please refrain from accessing websites and resources that may be distracting to you or for other learners during class time. Students are responsible for being aware of the University's Internet and email use policy, which can be found at **https://ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Electronic-Resources-and-Information-Policy.pdf**

GUIDELINES FOR ZOOM SESSIONS

Zoom is a video conferencing program that will allow us to meet at specific times for a "live" video conference, so that we can have the opportunity to meet each other virtually and discuss relevant course topics as a learning community.

To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor's permission.

The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the Code of Conduct). When entering Zoom or other video conferencing sessions (such as MS Teams), you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others. Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters. Non-compliance may be investigated under relevant University of Calgary conduct policies (e.g Student Non-Academic Misconduct Policy). If participants have difficulties complying with this requirement, they should email the instructor of the class explaining why, so the instructor may consider whether to grant an exception, and on what terms. For more information on how to get the most out of your zoom sessions visit: https://elearn.ucalgary.ca/guidelines-for-zoom/ .

If you are unable to attend a Zoom session, please contact your instructor to arrange an alternative activity for the missed session (e.g., to review a recorded session). Please be prepared, as best as you are able, to join class in a quiet space that will allow you to be fully present and engaged in Zoom sessions. Students will be advised by their instructor when they are expected to turn on their webcam (for group work, presentations, etc.).

The instructor may record online Zoom class sessions for the purposes of supporting student learning in this class – such as making the recording available for review of the session or for students who miss a session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning only and will not be shared or used for any other purpose.

Grading system:
In this course, all assignments and exams will be graded based on the following University of Calgary standardized percentage conversion:

90 + %	A+	4.0	67 – 69 %	C+	2.3
85 – 89 %	A	4.0	64 – 66 %	C	2.0
80 – 84 %	A–	3.7	60 – 63 %	C–	1.7
77 – 79 %	B+	3.3	55 – 59 %	D+	1.3

74 – 76 %	B	3.0	50 – 54 %	D	1.0
70 – 73 %	B–	2.7	0 – 49 %	F	0

- There is no D- grade.
- I will be rounding up the final grade only. For example, if at the end of the course, you receive a 76.5 which would be a B, it will be rounded up to 77, so that your final grade will be a B+.

- Although the A+ is solely an honorific that entails no additional points in the four-point system, the course instructor will employ this mark to distinguish superlative work that exceeds expectations in style, correctness, intellectual depth and breadth, sophistication, and originality.

Plagiarism:
Using any source whatsoever without clearly documenting it is a serious academic offense. Consequences include failure on the assignment, failure in the course and possible suspension or expulsion from the university.

"Plagiarism" occurs when a Student presents the ideas, expression of ideas or work of another individual as the Student's own. Work may include algorithms, code, composition, data, methods, design, formulae, images, indigenous oral teachings, art and ceremonies, organization of ideas, and scientific and mathematical concepts.
https://ucalgary.ca/policies/files/policies/student-academic-misconduct-policy.pdf

Scribe and Muse Club for English Students:
The Scribe and Muse Reading and Writing Club (SMRWC) fosters and champions reading and writing through community service, leadership, and engagement. We strive to enhance the academic and social experience of undergraduate students by promoting academic excellence and interaction between students, faculty, and the community, through social, cultural, and academic events
http://english.ucalgary.ca/scribe-and-muse-english-club.
Our email address is **smecuofc@gmail.com**.

English Department Website:
For more information about courses, programs, policies, events and contacts in the Department of English, please go to our website at https://arts.ucalgary.ca/english. Please note that the course outlines posted on the English Department website constitute the official course outline for purposes of appeals. Students should verify any hard copies against this posted version. For courses which employ numerical grades, the official departmental percentage to letter grade conversion scale is also posted on the department website.

Writing support:
The Student Success Centre offers both online and workshop writing support for U of C students.
http://www.ucalgary.ca/ssc/writing-support

Library and Research Support:
Melanie Boyd, Librarian for English, offers research support to students, including strategies for finding articles, books, and other library materials. Contact: **maboyd@ucalgary.ca**.
Find The English Pages research guide here:
https://library.ucalgary.ca/sb.php?subject_id=52619

Follow the Department of English on Facebook & Twitter:

Academic regulations and schedules:
Consult the Calendar for course information, university and faculty regulations, dates, deadlines and schedules, student, faculty and university rights and responsibilities. The homepage for the University Calendar is **https://www.ucalgary.ca/pubs/calendar/current/welcome.html**

Grade appeals:
Consult the following University Calendar link and request advice from the English Department office, SS 1152 or email adveng@ucalgary.ca. Please note that "mere dissatisfaction with a decision is not sufficient grounds for the appeal of a grade or other academic decision."
http://www.ucalgary.ca/pubs/calendar/current/i.html

Deferral of term work and final examinations:
Should you require an extension for completion of term papers or assignments beyond the deadline of five days after the end of lectures, an Application of Deferment of Term Work form must be completed. The University also has regulations governing the deferral of final examinations. See Calendar:
http://www.ucalgary.ca/pubs/calendar/current/g-6.html
http://www.ucalgary.ca/pubs/calendar/current/g-7.html

Student Accommodations:
ACADEMIC ACCOMMODATIONS
The student accommodation policy can be found at:
https://www.ucalgary.ca/pubs/calendar/current/b-6-1.html
Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities
https://www.ucalgary.ca/pubs/calendar/current/b-6.html
Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the course instructor**.**
 The full policy on Student Accommodations is available
at **https://www.ucalgary.ca/pubs/calendar/current/b-6-2.html**

Faculty of Arts Program Advising and Student Information Resources:
Have a question, but not sure where to start? The new Arts Students' Centre (ASC) is your information resource for everything in Arts! Drop in at SS102, call us at 403-220-3580 or email us at **ascarts@ucalgary.ca**. You can also visit the Faculty of Arts website at **http://arts.ucalgary.ca/undergraduate** which has detailed information on common academic concerns.

*RESEARCH ETHICS (if applicable)
If a student is interested in undertaking an assignment that will involve collecting information from members of the public, they should speak with the course instructor and consult the CFREB Ethics (**http://www.ucalgary.ca/research/researchers/ethics-compliance/cfreb**) before beginning the assignment.

*INSTRUCTOR'S INTELLECTUAL PROPERTY

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

*FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY
Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.

*COPYRIGHT LEGISLATION
All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (https://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright-policy.pdf) and requirements of the copyright act (https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy **https://www.ucalgary.ca/pubs/calendar/current/k.html**.

*MEDIA RECORDING (if applicable)
Please refer to the following statement on media recording of students: **https://elearn.ucalgary.ca/wp-content/uploads/2020/05/Media-Recording-in-Learning-Environments-OSP_FINAL.pdf**

*Media recording for lesson capture
The instructor may use media recordings to capture the delivery of a lecture. These recordings are intended to be used for lecture capture only and will not be used for any other purpose. Although the recording device will be fixed on the Instructor, in the event that incidental student participation is recorded, the instructor will ensure that any identifiable content (video or audio) is masked, or will seek consent to include the identifiable student content to making the content available on University approved platforms.

*Media recording for self-assessment of teaching practices
The instructor may use media recordings as a tool for self-assessment of their teaching practices. Although the recording device will be fixed on the instructor, it is possible that student participation in the course may be inadvertently captured. These recordings will be used for instructor self-assessment only and will not be used for any other purpose.

*Media recording for the assessment of student learning
The instructor may use media recordings as part of the assessment of students. This may include but is not limited to classroom discussions, presentations, clinical practice, or skills testing that occur during the course. These recordings will be used for student assessment purposes only and will not be shared or used for any other purpose.

SEXUAL VIOLENCE POLICY
The University recognizes that all members of the University Community should be able to learn, work, teach and live in an environment where they are free from harassment, discrimination, and violence.

The University of Calgary's sexual violence policy guides us in how we respond to incidents of sexual violence, including supports available to those who have experienced or witnessed sexual violence, or those who are alleged to have committed sexual violence. It provides clear response procedures and timelines, defines complex concepts, and addresses incidents that occur off-campus in certain circumstances. Please see the policy available at https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf

*OTHER IMPORTANT INFORMATION
Please visit the Registrar's website at: https://www.ucalgary.ca/registrar/registration/course-outlines for additional important information on the following:
- Wellness and Mental Health Resources
- Student Success
- Student Ombuds Office
- Student Union (SU) Information
- Graduate Students' Association (GSA) Information
- Emergency Evacuation/Assembly Points
- Safewalk

Universal Student Ratings of Instruction (USRI):
"At the University of Calgary, feedback provided by students through the Universal Student Ratings of Instruction (USRI) survey provides valuable information to help with evaluating instruction, enhancing learning and teaching, and selecting courses (**www.ucalgary.ca/usri**). Your responses make a difference – please participate in USRI Surveys."

PLAGIARISM
Plagiarism is an extremely serious offence. Please read the following information carefully. The penalty routinely recommended by the English Department for documented plagiarism is failure of the course in which the offence occurred; academic probation is also routinely applied at the Faculty level. Suspension or expulsion can result from severe or repeated plagiarism.

The University Calendar states:
1. Plagiarism - Essentially plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Most commonly plagiarism exists when:
    a) the work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work (this includes having another impersonate the student or otherwise substituting the work of another for one's own in an examination or test),
    b) parts of the work are taken from another source without reference to the original author,
    c) the whole work (e.g., an essay) is copied from another source, and/or,
    d) a student submits or presents work in one course which has also been submitted in another course (although it may be completely original with that student) without the knowledge of or prior agreement of the instructor involved.

While it is recognized that scholarly work often involves reference to the ideas, data and conclusions of other scholars, intellectual honesty requires that such references be explicitly and clearly noted.

Plagiarism occurs when direct quotations are taken from a source without specific acknowledgement, or when original ideas or data from the source are not acknowledged. Citing your sources in a bibliography is not enough, because a bibliography does not establish which parts of a student's work are taken from other sources. MLA (Modern Language Association) documentation or other recognized forms of citation must be used for this purpose. Advice on adequate documentation can be found at the following web sites:
http://owl.english.purdue.edu/owl/resource/747/01/

Students who are absent from class assessments (tests, participation activities, or other assignments) should inform their instructors as soon as possible. Instructors may request that evidence in the form of documentation be provided. If the reason provided for the absence is acceptable, instructors may decide that any arrangements made can take forms other than make-up tests or assignments. For example, the weight of a missed grade may be added to another assignment or test. For information on possible forms of documentation, including statutory declarations, please see
https://www.ucalgary.ca/pubs/calendar/current/m-1.html.

DEPARTMENT OF ENGLISH STATEMENT ON PRINCIPLES OF CONDUCT

According to the University Calendar

"The University of Calgary community has undertaken to be guided by the following statements of purpose and values: to promote free inquiry and debate, to act as a community of scholars, …, to respect, appreciate, and encourage diversity, [and] to display care and concern for community". The Department of English, like the university as a whole, is committed to a "positive and productive learning and working environment." This environment is characterized by appreciation and encouragement of diversity and respect for the dignity of all persons: students, support staff, and faculty. The department will not tolerate unacceptable behaviour, such as threatening gestures, threatening or abusive verbal or written communication (including e-mails), or any conduct that "seriously disrupts the lawful education and related activities of students and/or university staff". Any cases of such misconduct should be reported immediately to the department Head, who, depending on the nature and severity of the incident, may then take further appropriate action.