Susan Garza, PhD, Instructor

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Office Hours
Tuesday/Thursday 10-12am, Wednesday 6-7pm, or by appointment

Course Description
Study and practice in methods by which written texts are evaluated and the evaluation used for instructional purposes. Methods range from classroom techniques to formal assessment procedures (holistic, primary trait, portfolio, etc.)

Student Learning Outcomes
Upon completion of this course, students will be able to do the following within the field of rhetoric/composition:

• Describe methods of contemporary evaluation practices
• Describe a variety of theoretical approaches that have informed and continue to inform contemporary evaluation practices
• Identify the myriad ongoing professional conversations that inform contemporary evaluation practices
• Apply evaluation practices
• Discuss the wide range of resources available for contemporary evaluation practices
• Examine critically and reflectively the ways that theory and practice shape and are shaped by one another
• Construct thoughtful, reflective responses to the current questions being examined within the study of contemporary evaluation practices
• Perform critical and purposeful readings and written and oral discussion of one major topic
• Conduct primary research related to contemporary evaluation practices

Graded Activity

<table>
<thead>
<tr>
<th>Assignment</th>
<th>%</th>
<th>Date Due</th>
<th>Description</th>
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<tbody>
<tr>
<td>Identifying Concepts</td>
<td>25</td>
<td>Weekly</td>
<td>Focus on reading and research activities</td>
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<tr>
<td>Discussing/Engaging</td>
<td>25</td>
<td>Weekly</td>
<td>Online discussions</td>
</tr>
<tr>
<td>Primary Research Project</td>
<td>25</td>
<td>Week 5</td>
<td>Practical application of the information being studies, which will include interviewing, data manipulation, and synthesis of findings</td>
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<tr>
<td>Journal Article</td>
<td>20</td>
<td>Week 8</td>
<td>Article written for one of two assessment journals, and information presented to class</td>
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Late work is not accepted without prior approval from the instructor.
Please remember that all work must be formatted in APA manuscript style and sources must be cited in APA citation style, unless otherwise noted.

Expectations
Students will practice respect and responsibility as a part of this learning community. Here are some things you can do to exhibit an attitude of respect and responsibility:
• Post assignments on time. Early is even better.
• Work extra hard to get to know other classmates.
• Reach out through email or Blackboard posts to support each other. If you have good info/tips on what is working for you/resource ideas, please share with the group so we can help each other out.
• Respect other classmates by watching what you say.
• Add your opinions to/participate in the discussions.
• Check the assignments every week. Don’t wait until the last minute.
• Be helpful to other students
• Don’t get behind. If you get behind in an online/blended course it is harder to get back on track than it is in a traditional course.
• Stay focused and stay connected.
• Keep up with your assignments and your grades. It is not the teacher’s responsibility to tell you what you have or haven’t turned in. Your grades will be available in Blackboard so all you have to do is regularly check to make sure you have grades posted for all work.

Academic Honesty/Plagiarism
The University will not tolerate plagiarism or any other form of intellectual or academic dishonesty. Violations of academic honesty will be processed under the Procedure for Academic Misconduct Cases 13.02.99.C3.01 (see http://ses.tamucc.edu/grievances.html and the Student Code of Conduct http://judicialaffairs.tamucc.edu/assets/2013-2014StudentHandbook.pdf). All cases of academic misconduct are recorded in the student’s file. Consequences are determined by the faculty member and/or the Academic Integrity Hearing Panel. It is sometimes difficult to understand what plagiarism actually is. Students sometimes commit unintentional plagiarism (not citing sources properly, for example), because they are unaware of the standards that apply. Plagiarism includes
• using the work of another as your own,
• downloading or purchasing ready-made essays off the web and using them as your own,
• using resource materials without correct documentation,
• using the organization or language of a source without using quote marks and proper citation, or
• turning in a project without citing sources in an appropriate documentation style.
Be aware that there are many ways to plagiarize. The Writing Center at CASA will review rules of academic citation. Information on academic citation is available at the Purdue University’s OWL: http://owl.english.purdue.edu/ and/or from our local Writing Center at CASA.

Notice to Students with Disabilities
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall 116. If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom, or on campus, please contact the Disability Services office for assistance.
Dropping a Class
I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary. Please consult with me before you decide to drop to be sure it is the best thing to do. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. Please be aware that you are allowed 6 drops in your entire undergraduate career, so these decisions must be made carefully. **November 15, Friday** is the last day to drop a class with an automatic grade of “W” this term.

Grade Appeal Process
Students who feel that they have not been held to appropriate academic standards as outlined in this class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details on the process of submitting a formal grade appeal, please visit the College of Liberal Arts website, [cla.tamucc.edu/students/studentinfo.html](http://cla.tamucc.edu/students/studentinfo.html). For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean.

Academic Advising: Upon entering the MA in English Program, each student is assigned a faculty mentor by the Graduate Coordinator. You should make an appointment to meet with your faculty mentor every semester to develop a degree plan and monitor your progress toward graduation. Your faculty mentor can also answer questions and provide valuable information about the comprehensive examination, other degree requirements, Ph.D. programs, and career opportunities. To finalize your degree plan and register for graduation, you must also meet with the Graduate Student Academic Advisor in the Academic Advising Center for the College of Liberal Arts. This office is located in Driftwood 203E and can be reached at (361) 825-3466.

Graduate Student Academic Integrity Statement
English graduate students are expected to "conduct themselves in accordance with the highest standards of academic honesty" (Texas A&M University-Corpus Christi Graduate Catalog). The Student Code of Conduct defines Academic Misconduct as cheating, plagiarism, multiple submissions, complicity, fabrication, falsification, and misrepresentation; in addition to “any behavior specifically prohibited by a faculty member in the course syllabus or class discussion” ([Student Code of Conduct, Article III, 1. Academic Misconduct](http://cla.tamucc.edu/students/studentinfo.html)). Academic misconduct is a serious offense that will result in the professor assigning a serious penalty, possibly including failure for an assignment, failure in a course, or recommendation for dismissal from a program (TAMUCC Graduate Catalog, Academic Honesty). For each Academic Misconduct case, the faculty member must file a record, including a description of the disciplinary action taken, along with any materials involved, with his or her college dean, who will forward a copy to the Office of Student Affairs. Further information regarding the judicial process is available on the website of the Office for Student Affairs.

What Are 21st Century Technical Communication Skills?
A 21st century technical communicator creates documents that communicate effectively, persuasively, and concisely. Specifically, the technical communicator

- solves problems to help achieve an organization's goals
- addresses a particular user/purpose/task
- acquires, evaluates, and applies core knowledge and designs content
• integrates cultural and ethical considerations
• promotes collaboration
• incorporates appropriate combination(s) of text or graphics
• uses appropriate tools/media technology

Texts
• Other assigned readings.

Description of lessons/modules
Lessons/modules will include work in peer review of drafts, group discussions and presentations.

Technical support information/link
The Island Online (IOL) https://iol.tamucc.edu

Technical requirements for course
Computer Requirements
IOL runs on a web based application called Blackboard through a web browser. Please note that your web browser must be configured properly to work with IOL. To check if your web browser is compatible with IOL you can do a browser check-up by visiting the IOL site at https://iol.tamucc.edu/.

Delivery of instructor feedback
Instructor response to online requests usually occurs within a 24-hour period, but you can expect a response within 3 days.

Student login expectations
Students will be required to login a minimum of once per day on Monday, Tuesday, Wednesday and Thursday. It is recommended that students check daily for updates.
Blackboard Login https://bb9.tamucc.edu

Faculty availability to support students
Instructor maintains a consistent web presence and is available to meet online in the Blackboard synchronous environment or via phone meetings for students who need more help.

Types of required interactions
Email
• Always include a subject line
• Remember without facial expressions some comments may be taken the wrong way. Be careful in wording your posts.
• Use standard fonts.
• Do not send large attachments without permission.
• Special formatting such as centering, audio messages, tables, html, etc. should be avoided unless necessary to the message
• Respect the privacy of other class members
Discussion Groups
• Review the discussion threads thoroughly before entering the discussion
• Try to maintain threads by using the “Reply” button rather than starting a new topic
• Do not make insulting or inflammatory statements to other members of the discussion group
• Be patient and read the comments of other members thoroughly before adding your remarks
• Be cooperative with group leaders in completing assigned tasks
• Be positive and constructive in group discussions
• Respond in a thoughtful and timely manner

Blog
• Introduce yourself to the other learners in the blog session
• Be polite and do not use derogatory statements
• Be concise in responding to others in the blog session
• Be prepared to participate in the blog session at the scheduled time
• Be constructive in your comments and suggestions

Tentative Course Schedule
Week 1
• Read Syllabus and Intro Info

Week 2
• Identify Concepts
• Online Discussions

Week 3
• Identify Concepts
• Online Discussions

Week 4
• Identify Concepts
• Online Discussions

Week 5
• Identify Concepts
• Online Discussions

Week 6
• Identify Concepts
• Online Discussions
• Research Project Part One

Week 7
• Identify Concepts
• Online Discussions

Week 8
• Statistical Application
• Online Discussions
Week 9
- Research Project Part Two

Week 10
- Identify Concepts
- Online Discussions

Week 11
- Research Project Findings due
- Online Discussions

Week 12
- First draft of Journal Article due
- Online Discussions

Week 13
- Second draft of Journal Article due
- Online Discussions

Week 14
- Journal Review Workshop

Final – Journal Article due

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