

Syllabus for ENGL-32, Creative Writing Poetry – Del Norte Education Center		
Semester & Year	Fall 2018	
Course ID and Section #	ENGL-32, D6322 (046322)	
Instructor's Name	Ken Letko	
Day/Time	M-W, 12:30-1:55	
Location	Room 34	
Number of Credits/Units	3.0	
Contact Information	<i>Office location</i>	D27
	<i>Office hours</i>	M-W 2:00-2:30, T-Th 1:30-2:00, and other times with or without an appointment.
	<i>Phone number</i>	707-465-2360
	<i>Email address</i>	ken-letko@redwoods.edu
Textbook Information	<i>Title & Edition</i>	Writer's Craft: Multi-Genre Creative Writing
	<i>Author</i>	Kendall Dunkelberg
	<i>ISBN</i>	978-1-137-61095-9
Course Description		
A study in developing the art of writing poetry, emphasizing communication, clarity, and economy. Students read and analyze many types of poetry while they generate, develop, critique, and revise their own and others' texts.		
Student Learning Outcomes		
<ol style="list-style-type: none"> 1. Differentiate and utilize concrete detail and abstraction in poetry. 2. Control grammar and punctuation to clarify ideas. 3. Apply a process-oriented approach to writing poetry that involves inventing, drafting, revising, and editing. 4. Compose original written texts, using genre-specific structures and formal conventions. 		
Special Accommodations		
College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will be made. If you have a disability or believe you might benefit from disability related services and may need accommodations, please see me or contact Disabled Students Programs and Services . Students may make requests for alternative media by contacting DSPS at 707-465-2352.		
Academic Support		
Academic support is available at Counseling and Advising and includes academic advising and educational planning, Academic Support Center for tutoring and proctored tests, and Extended Opportunity Programs & Services , for eligible students, with advising, assistance, tutoring, and more.		
Academic Honesty		
In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at: http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services . Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods website.		

Disruptive Classroom Behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; physically or verbally abusive behavior. In such cases, where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, he or she may be reported the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at: <http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services>. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods website.

Emergency Procedures for the Del Norte Campus:

Please review the campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). The Crescent City campus emergency map is available at (<http://www.redwoods.edu/delnorte/Maps-and-Directions>; [scroll down to the Safety Map](#)). For more information on Public Safety, go to <http://redwoods.edu/publicsafety> In an emergency that requires an evacuation of the building:

- Be aware of all marked exits from your area and building.
- Once outside, move to the nearest evacuation point outside your building:
- Keep streets and walkways clear for emergency vehicles and personnel.
- Do not leave campus, unless it has been deemed safe by the campus authorities.

RAVE – College of the Redwoods has implemented an emergency alert system. In the event of an emergency on campus, you can receive an alert through your personal email, and/or phones at your home, office, and cell. Registration is necessary in order to receive emergency alerts. Please go to <https://www.GetRave.com/login/Redwoods> and use the “Register” button on the top right portion of the registration page to create an account. During the registration process you can elect to add additional information, such as office phone, home phone, cell phone, and personal email. Please use your CR email address as your primary Registration Email. Your CR email address ends with “redwoods.edu.” Please contact Public Safety, 707-476-4112, security@redwoods.edu, if you have any questions.

College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.

English Department Attendance Policy

Students at the College are expected to attend all sessions of each class in which they are enrolled. Students may not miss more than two weeks of class. For example, if a class meets twice a week, students should not exceed 4 absences for the semester. If a student exceeds the limit on absences before week 11 of the semester, the instructor will notify the student that he or she has been dropped. After that notification, students are still responsible to go into Web Advisor and withdraw themselves from the class, in order not to receive an F. After week 10, excessive absences will likely result in failure.

Required Text

Dunkelberg, Kendall. *Writer's Craft: Multi-Genre Creative Writing*. Palgrave / MacMillan, 2017. Print.

Course Overview

Throughout the term discussion of student-generated poetry will be the primary class activity through which peers and instructor will offer constructive criticism. On a rotating basis, students will submit poems for workshop discussion, providing one copy of each work for each class member. The author will first read the work aloud. Then discussion will ensue with each class member offering some commentary about the work. The author of the work being discussed will withhold commentary until all other workshop members have had the opportunity to speak. Discussion and commentary related to the assigned readings and outside sources will also be a regular part of class. During the final weeks of the semester, each student will be required to give a brief oral presentation (5-10 minutes) of his/her work to the class.

Requirements and Grades

1. 15% turn in on time creative works for class discussion; each work must be presented in a clear legible format and in sufficient number so that each member of the class has a copy.
2. 15% participate in discussion, demonstrating cooperation with class members in an effort to offer constructive criticism to peers and illuminate assigned readings.
3. 20%, midterm portfolio, by midterm, create a minimum of three completed poems and show evidence of initial drafting of at least four others.
4. 20% during the closing weeks of the term, orally present to the class about eight pages of poetry created during the semester (5-10 minutes).
5. 30% final portfolio, by the end of the term, submit (in manuscript form) a minimum of eight pages of new, completed work.

Major Deadlines

Midterm Portfolio.....Wednesday, October 10
 Final Portfolio.....Monday, December 10
 Deadlines for work submitted to be workshopped and for oral presentation will be established as appropriateness of their scheduling becomes clear.

Holidays

Labor Day..... Monday, September 3
 Veterans Day..... Monday, November 12
 Fall Break..... Monday, November 19, and Wednesday, November 21

Note

1. Cell phones and other personal electronic devices are not part of English 32. Do not bring them to class unless they are set on the vibrate mode. If you must take a call, quietly leave the room. Neither texting nor camera use is ever appropriate during class.
2. Laptops should not be open during class discussions but can be used when the instructor allows.
3. This syllabus is subject to change should circumstances warrant revision.