

INTEGRATED READING & WRITING SYLLABUS

ENGL 1300-002 | TR 3:30-4:45 pm | HALL 303

Texas A&M University-San Antonio

Professor Robert J. Cavazos, MFA (he/him)

Email: rcavazos@tamusa.edu | Please include ENGL 1300-002 in emails

Office: HALL 314C | Walk-In Student Hours: Tuesdays & Thursdays, 1-3 pm

COURSE DESCRIPTION

Integrated Reading & Writing (INRW) improves your college-level reading comprehension and writing effectiveness. You will learn critical reading and writing strategies to communicate persuasively while considering audience and purpose. You will respond in written and oral discussion to a variety of texts across disciplines and genres, including academic texts to prepare you for future coursework.

Course Goals

- activate prior knowledge to help articulate your identity as a reader and writer
- approach writing as an act of self-expression, creativity, and critical thought
- approach reading as an act of interpretation involving intersectional lenses
- understand different forms of reading (academic, rhetorical, entertainment)
- engage in the reciprocal relationship between reading and writing
- transfer our reading and writing knowledge across genres
- examine the ethical responsibilities of readers and writers

Instructor Commitments

- honor your knowledge and draw upon our community's knowledge
- teach reading as a conversation between author and audience
- teach writing as a way to examine what and why we read

Student Commitments

- exercise integrity and care in your work and in interactions with others
- read the syllabus and calendar and know when assignments are due
- professionally communicate with me when you need assistance

Required Materials

- All readings will be Open Educational Resources available via Blackboard.
- A notebook—studies show handwritten notes result in greater retention of course material.
- A laptop to bring to class and reliable internet at home. If you do not have a laptop or reliable internet at home, please contact the ITS Help Desk: (210) 784-4357 or helpdesk@tamusa.edu.

Blackboard

This course uses Blackboard. While some instruction will be provided, it is your responsibility to learn how to attach files and submit work on Blackboard. If you have problems submitting via Blackboard, troubleshoot the issue by trying a different browser, contacting me, or contacting the ITS Help Desk.

WLDCC In-Class Sessions

We will hold six in-class sessions (as indicated in the course calendar at the end of this syllabus) from the Writing, Language, and Digital Composing Center (WLDCC). These sessions will support your understanding of course material, as well as your continued growth as college-level readers and writers.

GRADING OVERVIEW

I use a labor-based approach to grading. Labor-based grading assesses you on the quality of your labor. Your grade in this course depends on the amount of work you submit, your ability to meet deadlines and fulfill expectations, and the time and effort you put toward achieving goals. I will also address the quality of your work. You will put forward the time and effort it takes to improve your reading and writing skills, and you will demonstrate significant growth as a reader and writer over the course of the semester. I am committed to affirming linguistic diversity in reading and writing approaches.

By staying in this class, you agree to the following:

Grade	Unexcused Absences	Incomplete assignments	Late assignments	Missing assignments
A (100-90)	2 or fewer	2 or fewer	2 or fewer	1
B (89-80)	3	3	3	2
C (79-70)	4	4	4	3
D (69-60)	5	5	5	4
F (59-0)	6 or more	6 or more	6 or more	5 or more

Absences

You are absent if you are not present for class and have not communicated with me about the circumstances. Please do not be late as well. I will excuse absences for documented instances of sickness or hospitalization, including those for whom you are a caregiver; a death in the family; court-related issues; and religious holidays. You must communicate with me **in advance** to be excused.

Assignments

Your assignments in this class are incomplete if you submit them on time, but fail to meet labor expectations (e.g., you do not meet a minimum sentence count). Your assignments are late if you submit them after the deadline and missing if not submitted. Plagiarism results in an automatic zero.

Revisions

You may revise an incomplete assignment for an updated grade. If you would like to revise an assignment, email me or visit during office hours. I will give you suggestions for revision and we will agree on a time frame for resubmission. I will update your grade in Blackboard accordingly.

Grades

I will assign your grade in Blackboard as follows:

100	On-time and complete assignments
75	Late or incomplete assignments
50	Late and incomplete assignments
0	Missing or plagiarized work

IMPORTANT POLICIES AND RESOURCES

Academic Accommodations for Persons with Disabilities: Texas A&M University-San Antonio is committed to providing all students with reasonable access to learning opportunities and accommodations in accordance with The Americans with Disabilities Act, as amended, and Section 504 of the Rehabilitation Act. If you experience barriers to your education due to a disability or think you may have a disability, please contact Disability Support Services in the Central Academic Building, Suite 210, at (210) 784-1335, at <https://www.tamusa.edu/index.html>, or at dss@tamusa.edu. Disabilities may include, but are not limited to, attentional, learning, mental health, sensory, physical, or chronic health conditions. All students are encouraged to discuss their disability-related needs with Disability Support Services and their instructors as soon as possible.

Academic Learning Center: The Academic Learning Center provides free course-based tutoring to all currently enrolled students at Texas A&M University-San Antonio. Students wishing to work with a tutor can make appointments through the Brainfuse online tutoring platform. Brainfuse can be accessed in the *Tools* section of Blackboard. You can contact the Academic Learning Center by emailing tutoring@tamusa.edu, calling (210) 784-1307, or visiting the Central Academic Building, room 202.

Counseling/Mental Health Resources: As a college student, there may be times when personal stressors interfere with your academic performance and/or negatively impact your daily functioning. If you are experiencing emotional difficulties or mental health concerns, support is available to you through the Student Counseling Center (SCC). To schedule an appointment, call 210-784-1331 or visit Modular C, Room 166 (Rear entrance). All mental health services provided by the SCC are free and confidential (as the law allows). The Student Counseling Center provides brief individual and group therapy, crisis intervention, consultation, case management, and prevention services.

Crisis support is available 24/7 by calling the SCC at 210-784-1331 (after-hours select option '2'). For more information and self-help resources, please visit www.tamusa.edu/studentcounseling.

Emergency Preparedness: JagE Alert is Texas A&M University-San Antonio's mass notification. In the event of an emergency, such as inclement weather, students, staff, and faculty, who are registered, will have the option to receive a text message, email with instructions and updates. To register or update your information visit: <https://tamusa.bbcportal.com/>. More information about Emergency Operations Plan and the Emergency Action Plan can be found here: <https://www.tamusa.edu/about-us/campus-information/safety/university-police-department/documents/emergency-operations-plan.pdf> and <https://www.tamusa.edu/about-us/campus-information/safety/university-police-department/documents/emergency-action-plan.pdf>. Download the SafeZone App for emergencies or call (210) 784-1911. Non-Emergency (210) 784-1900.

Financial Aid and Verification of Attendance: According to the following federal regulation, 34 CFR 668.21: U.S. Department of Education (DoE) Title IV regulation, a student can only receive Title IV funds based on Title IV eligibility criteria which include class attendance. If Title IV funds are disbursed to ineligible students (including students who fail to begin attendance), the institution must return these funds to the U.S. DoE within 30 days of becoming aware that the student will not or has not begun attendance. Faculty will provide the Office of Financial Aid with an electronic notification if a student has not attended the first week of class. Any student receiving federal financial aid who does not attend the first week of class will have their aid terminated and returned to the DoE. Please note that any student who stops attending at any time during the semester may also need to return a portion of their federal aid.

Writing, Language, and Digital Composing Center: The Writing, Language, and Digital Composing Center supports graduate and undergraduate students in all three colleges as well as faculty and staff. Tutors work with students to develop reading skills, prepare oral presentations, and plan, draft, and revise their written assignments. Our language tutors support students enrolled in Spanish courses and students composing in Spanish for any assignment. Our digital studio tutors support students working on digital projects such as

eportfolios, class presentations, or other digital multimedia projects. Students can schedule appointments through JagWire under the Student Services tab. Click on “Writing, Language, and Digital Composing Center” to make your appointment. The Center offers face-to-face, synchronous online, and asynchronous digital appointments. More information about what services we offer, how to make an appointment, and how to access your appointment can be found on our website at <https://bit.ly/WLDCCenter>.

Meeting Basic Needs: Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live and believes this may affect their performance in the course, is urged to contact the Dean of Students (DOS@tamusa.edu) for support. Furthermore, please notify the professor if you are comfortable doing so. This will enable them to provide any resources they may possess.

Military Affairs: Veterans and active-duty military personnel are welcomed and encouraged to communicate, in advance if possible, and in special circumstances (e.g., upcoming deployment, drill requirements, disability accommodations). You are also encouraged to visit the Patriots’ Casa in-person room 202, or to contact the Office of Military Affairs with any questions at military.va@tamusa.edu or (210)784-1397.

Religious Observances: Texas A&M University-San Antonio recognizes the diversity of faiths represented among the campus community and protects the rights of students, faculty, and staff to observe religious holidays according to their tradition. Under the policy, students are provided an opportunity to make up any examination, study, or work requirements that may be missed due to a religious observance provided they notify their instructors before the end of the second week of classes for regular session classes.

The Six-Drop Rule: Students are subject to the requirements of Senate Bill (SB) 1231 passed by the Texas Legislature in 2007. SB 1231 limits students to a maximum of six (6) non-punitive course drops (i.e., courses a student chooses to drop) during their undergraduate careers. A non-punitive drop does not affect the student’s GPA. However, course drops that exceed the maximum allowed by SB 1231 will be treated as “F” grades and will impact the student’s GPA.

Statement of Harassment and Discrimination: Texas A&M University-San Antonio is committed to the fundamental principles of academic freedom, equality of opportunity and human dignity. To fulfill its multiple missions as an institution of higher learning, A&M-San Antonio encourages a climate that values and nurtures collegiality and the uniqueness of the individual within our state, nation, and world. All decisions and actions involving students and employees should be based on applicable law and individual merit. Texas A&M University-San Antonio, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, gender identity, gender expression, or pregnancy/parenting status. Individuals who believe they have experienced harassment or discrimination prohibited by this statement are encouraged to contact the appropriate offices within their respective units.

Texas A&M University-San Antonio faculty are committed to providing a safe learning environment for all students and for the university as a whole. If you have experienced any form of sex- or gender-based discrimination or harassment, including sexual assault, sexual harassment, domestic or dating violence, or stalking, know that help and support are available. A&M-San Antonio’s Title IX Coordinator can support those impacted by such conduct in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, and more. The university strongly encourages all students to report any such incidents to the Title IX Coordinator. Please be aware that all A&M-San Antonio employees (other than those designated as confidential resources such as counselors and trained victim advocates) are required to report information about such discrimination and harassment to the university. This means that if you tell a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the university’s Title IX Coordinator (titleix@tamusa.edu, 210-784-2061, CAB 439K). If you wish to speak to a confidential employee who does not have this reporting requirement, you can contact the Student Counseling Center at (210) 784-1331 or visit them in Madla 120.

Pregnant/Parenting Students: Texas A&M-San Antonio does not require a pregnant or parenting student, solely because of that status or issues related to that status, to (1) take a leave of absence or withdraw from their degree or certificate program; (2) limit the student's studies; (3) participate in an alternative program; (4) change the student's major, degree, or certificate program; or (5) refrain from joining or cease participating in any course, activity, or program at the University. The university will provide reasonable accommodations to pregnant students that would be provided to a student with a temporary medical condition and that are related to the health and safety of the student and the student's unborn child. These could include maintaining a safe distance from substances, areas, and activities known to be hazardous to pregnant individuals and their unborn child; excused absences because of illness or medical appointments; modified due dates for assignments; rescheduled tests/exams; taking a leave of absence; and being provided access to instructional materials and video recordings of lectures for excused absences, if these would be provided to any other student with an excused absence. Pregnant/parenting students are encouraged to contact the Title IX Coordinator with any questions or concerns related to their status (titleix@tamusa.edu; 210-784-2061; CAB 439K). Texas A&M-San Antonio has also designated the Title IX Coordinator as the liaison officer for current or incoming students who are the parent or guardian of a child younger than 18 years of age. The Title IX Coordinator can provide students with information regarding support services and other resources.

Students' Rights and Responsibilities: The following statement of students' rights and responsibilities is intended to reflect the philosophical base upon which University Student Rules are built. This philosophy acknowledges the existence of both rights and responsibilities, which is inherent to an individual not only as a student at Texas A&M University-San Antonio but also as a citizen of this country.

Students' Rights

1. A student shall have the right to participate in a free exchange of ideas, and there shall be no University rule or administrative rule that in any way abridges the rights of freedom of speech, expression, petition and peaceful assembly as set forth in the U.S. Constitution.
2. Each student shall have the right to participate in all areas and activities of the University, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status in accordance with applicable federal and state laws.
3. A student has the right to personal privacy except as otherwise provided by law, and this will be observed by students and University authorities alike.
4. Each student subject to disciplinary action arising from violations of university student rules shall be assured a fundamentally fair process.

Students' Responsibilities

1. A student has the responsibility to respect the rights and property of others, including other students, the faculty and administration.
2. A student has the responsibility to be fully acquainted with the published University Student Rules found in the Student Handbook, [Student Code of Conduct](#), on our website, University Catalog and to comply with them, as well as federal, state, and local laws.
3. A student has the responsibility to recognize that student actions reflect upon the individuals involved and upon the entire University community.
4. A student has the responsibility to recognize the University's obligation to provide an environment for learning.
5. A student has the responsibility to check their university email for any updates or official university notification.

We expect that students will behave in a manner that is dignified, respectful, and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

Students are expected to exhibit a high level of honesty and integrity in their pursuit of higher education. Students engaging in an act that violates the standards of academic integrity will find themselves facing academic and/or disciplinary sanctions. Academic misconduct is any act, or attempt, which gives an unfair advantage to the student. Additionally, any behavior specifically prohibited by a faculty member in the course syllabus or class discussion may be considered as academic misconduct. For more information on academic misconduct policies and procedures please review the [Student Code of Conduct](#).

AI Policy: The FYC program expects you to generate your own content this semester. However, there are situations and contexts within our courses where you may use generative artificial intelligence (GAI) tools to support your work as a writer. For example, GAI technologies such as ChatGPT can work well as a starting point for written assignments, assisting you with brainstorming, outlining, generating ideas, and collecting basic information about a topic/idea. Note that the emphasis here is on “support.” GAI programs have been shown to provide biased information, to circulate misinformation, and to generate writing that is, at best, mediocre. For these reasons, FYC discourages you from using GAI technology to generate content for you. If you have reason to use GAI to generate content with you, then we ask that you consult with your professor before doing so. If your professor approves your use, you should acknowledge the GAI program you have used, and you should identify which portions of the text you submit were produced by GAI. Using GAI content without your professor’s permission and/or without proper attribution qualifies as plagiarism.

Important Dates:

January 16	First day of class
March 11-17	Spring Break – No classes
March 29	Study Day – No classes
April 13	Last day to drop with an automatic “W”
April 20	Last day to drop a course or withdraw from the University
April 29	Last day of classes
April 30	Study Day – No classes
May 1-7	Final exams

The complete academic calendar is available online:

<https://www.tamusa.edu/academics/academic-calendar/index.html>

COURSE CALENDAR

All readings and assignments will be completed in class and are due by the end of class.

UNIT 1: READING & LANGUAGE

Week 1 (Jan. 16th & 18th): Introducing INRW

Lecture topics – Syllabus, Digication, plagiarism, and workshop groups

Assignments – Academic Integrity Commitment

Week 2 (Jan. 23rd & 25th): You are a Reader and Writer

Lecture topics – Written identity & Gloria Anzaldua, WLDCC Sessions Introduction

Reading – “Gloria Anzaldua,” *Revolutionary Women of Texas and Mexico*

Assignments – Metacognition Self-Reflection, WLDCC Session Notes

Week 3 (Jan. 30th): Skimming and Annotating

Lecture topics – Reading comprehension strategies

Readings – “Skimming,” “Annotations,” [A Writer’s Guide to Mindful Reading \(WGMR\)](#)

Assignments – Lecture Notes, Film Review Skimming Exercise

Week 4 (Feb. 6th & 8th): Voice and Paraphrasing

Lecture topics – Using poetry to increase reading comprehension, WLDCC Session #1

Readings – “Reading Aloud to Paraphrase,” [WGMR](#); “[I am Offering this Poem](#)” (Baca)

Assignments – “I Am” Poems, WLDCC Session Notes

Week 5 (Feb. 13th & 15th): The Rhetorical Situation

Lecture topics – Rhetorical reading strategies, Composition I Check-In

Readings – “Rhetorical Reading,” [WGMR](#); “Emma Tenayuca,” *Revolutionary Women of Texas and Mexico*

Assignments – Rhetorical Reading Exercise

UNIT 2: WRITING & LANGUAGE

Week 6 (Feb. 22nd): Rhetorical Analysis

Lecture topics – Analyzing rhetorical effectiveness, WLDCC Session #2

Reading – “[The Veil](#),” *Persepolis* by Marjane Satrapi

Assignments – Rhetorical Analysis, WLDCC Session Notes

Week 7 (Feb. 27th & 29th): Western Argumentation

Lecture topics – Western argumentation style

Readings – “The Believing/Doubting Game,” [WGMR](#)

Assignments – Belief/Doubt Exercise

Week 8 (March 5th & 7th): Midterm Conferences

Lecture topics – Midterm Conferences, WLDCC Session #3

Assignments – Midterm Conference, WLDCC Session Notes

Week 9 (March 19th & 21st): The Research Process

Lecture topics – Identifying steps in the research process, WLDCC Session #4

Readings – “Thesis Statements,” “Topic Sentences,” “Developing Support,” “Types of Support,” “Research Essay Definition,” “The Research Process,” and “Developing a Research Question,” [College Writing](#); “[African American Cowboys](#)” (Nodjimbadem)

Assignments – The Research Process, WLDCC Session Notes

Week 10 (March 26th & 28th): Missions Report

Lecture topics – The history of the San Antonio Missions, Composition I Check-In

Readings – “Adina De Zavala,” *Revolutionary Women of Texas and Mexico*; [History of San Antonio](#); [San Antonio Missions National Historical Park](#); [San Antonio Missions UNESCO World Heritage Site](#)

Assignments – Supporting Evidence

UNIT 3: RESEARCH & COMMUNITY

Week 11 (April 2nd & 4th): Writing Workshop

Lecture topics – Providing constructive peer feedback for revision, WLDCC Session #5

Readings – Missions Report rough drafts of your peers

Assignments – Missions Report, WLDCC Session Notes

Week 12 (April 9th & 11th): Database Research

Lecture topics – Finding scholarly sources

Readings – Peer-reviewed journal articles from the [University Library databases](#)

Assignments – Database Research Notes, [MLA Works Cited](#) page

Week 13 (April 16th & 18th): Organizing Research

Lecture topics – Essay organizational strategies, WLDCC Session #6

Readings – MLA Essay Template

Assignments – Lecture Notes, WLDCC Session Notes

Week 14 (April 23rd): Final Conferences

Assignment – Final Conference