ARCHIVAL RESEARCH: ENGLISH DEPARTMENT HISTORY

ENG 399
CRN: 17153
Fall 2018
TR 2:00-3:20
121 McKenzie Hall

Instructor: J. Gage, C. Upton
Office: 205 & 375 PLC
Fall 2018
Hours: MW 1:00-3:00
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Course Description: Students will learn basic concepts and techniques of archival research, working directly with rare materials held by the Knight Library Special Collections and University archives (such as manuscripts, letters, document records, university records and reports). Students will have access to historical records (in physical and digital forms) and may add to the collection holdings through primary research in other places. They will define for themselves a particular research project involving the history (1878 to the present) of the English Department. Winter and Spring internships will continue this research and include writing their research findings for publication.

Course Goals:
- Gain experience and confidence with general archival research methods and practices
- Become familiar with Knight Library Special Collections and University Archives, and digital research
- Conduct oral history
- Research writing and editing for publication

Required Texts (The Duck Store):

Regular access to Canvas.

Assignments and Grading:
Attendance and Participation 10%
Presentation 15%
Research Assignments 50 %
Final Progress Report and Focused Research Plan 25%

Attendance and Participation: Punctual, regular attendance and participation are requirements for this class. You must be prepared to discuss the reading assignment and participate in research workshops and activities on the days they are due, and to participate in a respectful and lively *discussion*. Be prepared to read assigned texts closely, share your ideas, and ask questions of your peers and your instructor.

Assignments:
Reading Assignments: All *readings* are due by the beginning of the class time indicated on the assignment schedule attached to this syllabus. You are responsible accessing all Canvas readings and bringing them to class on the days they are due.

Research Assignments: Throughout the term will complete several short research assignments to demonstrate your knowledge of course materials and compose your independent research project.

Final Progress Report and Focused Research Plan: You will compose a formal Progress Report and a Focused Research Plan based on your independent archival research and proposed research project.

Presentation: You will present a progress report on your archival research project to the class. Your presentation should last about 10 minutes, beginning with a focused yet detailed summary of project and research subject(s) and methods. After your presentation you will run a brief Q & A session.
Policies: Please review the University policy regarding academic honesty (in Schedule of Classes), which will be strictly enforced in this class. If you plagiarize or cheat, you will automatically fail the course.

No late assignments will be accepted (unless you’ve made arrangements with me well in advance of the due date). Incompletes will be given for documented medical emergencies only.

A final grade of C or better for the course is required for English major credit.

Accommodation: The University of Oregon is working to create inclusive learning environments. Please notify me in week one if there are aspects of the instruction or design of this course that result in disability-related barriers to your participation. You may also wish to contact the Accessible Education Center in 360 Oregon Hall at 541-346-1155 or uoaec@uoregon.edu.

Observance of Religious Holidays: Students who observe their religious holidays at times when academic requirements conflict with those observances must inform instructors in advance of the holiday. Students are responsible for making up missed work according to a schedule determined with the teacher.

Course Schedule:
Note: All reading, research, and writing assignments are due on the day listed. This schedule is subject to change.

Week 1: Overview of Project & General Information for Using the Archive
T 9/25 Introduction, overview, and schedule.
R 9/27 Read: Ramsey: Ch. 2 “Archival Survival: Navigating Historical Research” (28-38), Ch. 3 “Open to the Possibilities: Seven Tales of Serendipity in the Archives” (40-41)

Week 2: English in the past tense
T 10/2 Read: Shein, Part I (1-52)
R 10/4 Read: Shein, Part I (53-106)

Week 3: Writing and editing for publication
T 10/9 Read: “English @ Oregon” student stories from 2017-2018
R 10/11 Read: “English @ Oregon” student stories from 2017-2018

Week 4: Accessing the archives
T 10/16 Read: Ramsey: Ch. 6 “Invisible hands: Recognizing Archivists’ Work to Make Records Accessible” (51-78), Ch. 7 “Viewing the Archives: The Hidden and the Digital” (79-90), Ch. Ch. 8 “Locating Archives: Finding Aids and Archival Scholarship” (101)
R 10/18 Read: Ramsey: Ch. 9 Searching and Seeking in the Deep Web: Primary Sources on the Internet” (102-18), Ch. 10 “Finding and Researching Photographs” (119-34), Ch. 11 “Looking for Letters” (135-49)

Week 5: Meeting with archivist
T 10/23 Meet in Special Collections: Workshop with Jennifer O’Neal
R 10/25 Archives Assignment: Report on specific individual topics

Week 6: Creating the Archive & Field Work
T 10/30 Read: Ramsey Ch. 24 “Keeping the Conversation Going: The Archive Thrives on Interviews and Oral History” (259-77)
In-class: Independent archive work, choose project focus

R  11/1  Fieldwork: sit in on interviews with research subjects

Week 7: Working with/Through Archival Material
T  11/6  Read: Ch. 15 “Journeying into the Archives: Exploring the Pragmatics of Archival Research”
R  11/8  Archives Assignment: Independent archive work, choose project focus

Week 8: Independent archive work
T  11/13  Archives Assignment: Independent archive work
R  11/15  Archives Assignment: Independent archive work

Week 9: Independent archive work
T  11/20  Archives Assignment: Independent archive work
T  11/22  NO CLASS: FALL BREAK

Week 10: Ecocriticism (cont.): Theory after theory
T  11/27  In-class: Presentations of Progress reports
R  11/29  In-class: Presentation of Progress reports

Final
W  12/5  DUE: Formal Progress Report and Focused Research Plan by 12:30 pm in 375 PLC.
Essay Checklist

The following list is meant to assist you in formatting your essays to my specifications. Failure to comply with these specifications will result in lost points from your final grade for that essay.

Your essay must be:
1) Typed and of the appropriate length for the assignment
2) Double Spaced with one-inch margins
3) Stapled
4) In *Times* or *Times New Roman* 12-point font
5) Upper left corner of 1st page:
   a) Name
   b) Dr. Upton
   c) ENG 300
   d) Writing Assignment #3
   e) Word Count: 500
6) Last name and page number in upper right corner of following pages (e.g. Your Last Name 4)
7) Titled (use a title that gives a sense of both your subject and your argument)
8) Document your sources & use correct citation form (*MLA format for this course*)
9) Proofread and spell-check