ENG 399 **Writing Associates Development** is a variable-credit, hybrid, companion class to ENG 404 **Internship for Writing Associates**. As such, content will be delivered both in person and online—but this is not the extent of the course’s hybridity. It is a kind of guided, self-directed, collaborative, independent study, work-in-progress project pursued by a cohort of peers who bring a variety of perspectives, purposes, and prearranged levels of engagement to the work of the course.

ENG 399 will engage students in both theories and praxes of tutoring, teaching, and other writing-related fields. It will accommodate both shared course objectives and students’ individual goals for development, proceeding as both traditional course—with shared outcomes, texts, and assignments—and as a variable-credit, supervised, independent study with variable requirements at each level.

It will be comprised of students who complete only the shared- or both the shared and targeted requirements. While everyone will participate in the core course assignments, other components of the course will necessarily adapt to each person’s credit level, interests, and goals.

This course focuses on the professional development of the Writing Associates and their continuing study of the practice and ethics of tutoring. To these ends, the course provides individualized development opportunities toward each student’s educational and/or professional goals, extends the pedagogical work begun in WR 312 **Principles of Tutoring**, and complements the ENG 404 **Internship** with practical support, peer- and near-peer mentoring, and self-reflection on the tasks of tutoring.

In pursuit of these components, this course prioritizes inquiry, invention, and experimentation. It values reflection, empathy, and peer-support as key elements of development. It aims to foster the aspirations of the individual writing associates, the collective learning of this cohort, and the growth of the Writing Associates Program.

**COURSE CREDITS**

ENG 399 **Writing Associates Development** counts toward the English major upper-division electives requirement as follows: because the requirement must be satisfied in increments of four graded credit hours, students will receive upper-division English elective credit for every four credits completed with a grade of mid-C or better, up to a maximum of eight credits or two electives. All ENG 399 credits apply to the University’s upper-division credit requirement.

**PREREQUISITES**

Junior/Senior standing & successful completion of WR 312 **Principles of Tutoring**.

**COREQUISITE**

Concurrent enrollment in at least one credit hour of ENG 404 **Writing Associates Internship** (CRN 22816). Paired ENG 399 and ENG 404 courses may be repeated in subsequent terms.
LEARNING OUTCOMES  Students who major in English at the University of Oregon have the opportunity to accomplish the following six learning outcomes:

<table>
<thead>
<tr>
<th>READ</th>
<th>literary and cultural texts with discernment and comprehension and with an understanding of their conventions;</th>
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<tbody>
<tr>
<td>DRAW</td>
<td>on relevant cultural and/or historical information to situate texts within their cultural, political, and historical contexts;</td>
</tr>
<tr>
<td>PERFORM</td>
<td>critical, formal analyses of literary, cinematic, and other cultural texts;</td>
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<tr>
<td>WRITE</td>
<td>focused, analytical essays in clear, grammatical prose;</td>
</tr>
<tr>
<td>EMPLOY</td>
<td>logic, creativity, and interpretive skills to produce original, persuasive arguments; and</td>
</tr>
<tr>
<td>Use</td>
<td>primary and/or secondary sources, with proper acknowledgment and citation, as they contribute to a critical essay’s thesis.</td>
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Building on these outcomes, this course offers opportunities for students to

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<th>EXPLORE</th>
<th>and understand the ways in which the skills students acquire as English majors may prepare them for graduate studies and careers related to teaching and writing;</th>
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<tbody>
<tr>
<td>DEVELOP</td>
<td>understanding of the nature and function of college-level interpretative and argumentative writing;</td>
</tr>
<tr>
<td>PROVIDE</td>
<td>a community of support for Writing Associates in their work as tutors; and</td>
</tr>
<tr>
<td>PRACTICE</td>
<td>writing in a digital medium for an online audience.</td>
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</table>

MATERIALS

Overview  All course materials will be supplied on the UO Blogs Writing Associates Site.

Requirements for this class vary according to the number of credits for which you enroll.

Activities  For all students, the course includes the following Professional Development activities:

1. Reading and contributing to the Writing Associates Blog.
2. Crafting a **Final Reflection** on your development as a Writing Associate.

Each week, we will work together online to complete collaborative, reflective, and critical writing assignments. You will be responsible for posting to the Writing Associates Blog according to assignment directions and your credit-hour requirements.

**Every week, you will:**

1. Read content on that week’s Professional Development page.
2. Make an Initial Post as a comment on the weekly Professional Development page, where you will report on your tutoring appointment for that week and/or responds to the content of the main post.* Associates completing Individual Projects will also post periodic Progress Updates.
3. Write substantive Responses to each other’s initial posts.
4. Read the week’s conversation and write Follow-up Remarks.

* On weeks when you don’t have any tutoring appointments, your Post should be a response to the professional development content. Respond to the other Associates as usual.

- **Initial posts are due on Fridays at 11:59 pm**
- **At least two responses are due on Sundays at 11:59 pm**
- **At least two follow-up remarks are due on the following Wednesdays at 11:59 pm**

**Project Updates are due in weeks 2, 4, 6, 8, and 10, on Fridays at 11:59 pm.**

The **Final Reflection** will take into account your experiences and efforts for this class throughout the term, how they supported your work as a Writing Associate tutor, and how they fostered your own professional and educational goals.

**Final Reflection**

**Individual Projects**

For students who register for two or more credit hours, the course requirements include additional professional development activities appropriate for the level of credit for which you are enrolled and determined in consultation with Kate.

These activities will vary according to your individual goals but must provide significant experiences toward specific career or educational goals. Activities may include attending or presenting at an academic conference, attending UO-sponsored lectures or workshops, developing and attending focused WA-peer research-interest reading groups, WA program development, etc. All Individual Professional Development activities will include written components involving

Students enrolled in three or more credits and those who want to negotiate professional development activities need to **meet with Kate by the end of Week Two** to discuss your project(s).

Email to schedule an appointment.
planning, tracking, documentation, and reflection.

**ASSESSMENT**

All work for ENG 399/404 will be assessed holistically. Holistic assessment considers your work for the course as a whole and results in a composite final grade that takes into account your engagement with the course expectations, goals, and outcomes. Your final grade is based on your engagement with the basic requirements and the shared and individual development as appropriate for your number of credit hours.

**Engagement**

Assessing your engagement depends on the following habits of engaged learners¹:

**Engaged students want to learn and improve.** They want to grow and reach their highest potential. For this system to work, we will assume a shared belief that a college education can help us achieve our dreams and goals.

**Engaged students are good class citizens.** They recognize that the whole community improves when they contribute ideas, share knowledge, and ask questions. In Professor William Cronon’s words, “They nurture and empower the people around them.”

Therefore, engaged students

- Take responsibility for their learning
- Are curious & energized by learning
- Set goals & establish standards for evaluating their success
- Spend significant time focused on educationally purposeful activities
- Put forth considerable effort in learning activities
- Embrace the work of exceeding their existing knowledge
- Persist despite confusion or failure & proactively ask clarifying questions
- Generate knowledge in meaningful ways through inquiry & reflection
- Know that learning is collaborative & value the skills and perspectives of others
- Respond constructively to feedback
- Develop & refine problem-solving strategies, including transferring knowledge to solve novel problems & stretching their thinking to tackle challenges
- Practice what they learn in different contexts
- Reflect on both what & how they have learned


Peter Felton, *The Heart of Engaged Learning: What Students Do and Think*, Elon University, 2018

This course may be taken for a minimum of one credit hour and a maximum of five. At each level, the expected amount of labor conforms to the UO Student Engagement Inventory, which stipulates for undergraduates a workload of thirty hours per term, per credit hour.

To meet this standard expectation, the Basic Course Requirements constitute thirty hours of learning engagement.

The variable credit scale will adhere to the following requirement guidelines:

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Total Student Engagement</th>
<th>Course Activities</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Basic Requirements</td>
</tr>
<tr>
<td>1</td>
<td>30 hours</td>
<td>30 hours</td>
</tr>
<tr>
<td>2</td>
<td>60 hours</td>
<td>30 hours</td>
</tr>
<tr>
<td>3</td>
<td>90 hours</td>
<td>30 hours</td>
</tr>
<tr>
<td>4</td>
<td>120 hours</td>
<td>30 hours</td>
</tr>
<tr>
<td>5</td>
<td>150 hours</td>
<td>30 hours</td>
</tr>
</tbody>
</table>

“Under the UO quarter system, each undergraduate credit reflects approximately thirty hours of student engagement. Therefore, a 3-credit course would engage students for approximately 90 hours total... whereas a 4-credit course would entail approximately 120 hours of activities in which students are actively engaged in learning over the course of the term” (UOCC, SEI—winter 2016)

COVID

Course Modality

This is an in-person course. That means that, unlike asynchronous online/WEB courses, we will meet during scheduled class meeting times in our classroom – University 206.

Community Decisions + Expectations

We will be in this together all year. We will discuss as a group our wants and needs for our class experience. Keeping in mind the guidance and policies of the CDC, the English department, and the University of Oregon as outlined below, we will collectively decide on plans and protocols for navigating the challenges we face coming back to campus. The goal will be to keep us all safe and as comfortable as possible.
Good Classroom Citizenship

- Wear your mask and make sure it fits you well
- Stay home if you’re sick
- Get to know your neighbors in class, and let them (and me) know if you test positive
- Get tested regularly
- Watch for signs and symptoms with the daily symptom self-check
- Wash your hands frequently or use hand sanitizer
- Complete the UO COVID-19 case and contact reporting form if you test positive or are a close contact of someone who tests positive.

Personal Comfort

Eating and drinking in classrooms is not currently allowed at UO. We ask that class members step outside when they need to eat or drink, take medication, or do anything else that necessitates taking off masks. Please feel free to do this whenever you need to — there is no need to ask for my permission. If you have mobility issues that make this guidance challenging, please contact me.

Academic Disruption

In the event of a campus emergency that disrupts academic activities, our course requirements, deadlines, and grading are subject to change. I will communicate information about such changes as soon as possible by email and on Canvas. If we are unable to meet in person, please log onto Canvas to read any announcements and access alternative assignments. Please also continue coursework as outlined in this syllabus or other instructions on Canvas. If I must quarantine, we will convene class online during that time. If you become ill or must quarantine, you will still be able to participate in class activities either synchronously or asynchronously online.

UO’s COVID Containment Plan for Classes

As the University of Oregon returns to in-person instruction, the key to keeping our community healthy and safe involves prevention, containment, and support. Here is information critical to how the UO is responding to COVID-19.

- **Prevention:** To prevent or reduce the spread of COVID-19 in classrooms and on campus, all students and employees:
  - Must to comply with vaccination policy
  - Must wear face coverings in all indoor spaces on UO campus
  - Complete weekly testing if not fully vaccinated or exempted
  - Wash hands frequently and practice social distancing when possible
  - Complete daily self-checks
  - Stay home/do not come to campus if feeling symptomatic
• Complete the UO COVID-19 case and contact reporting form if you test positive or have been in close contact with a confirmed or presumptive case.

• **Containment:** If a student in class tests positive for COVID-19, all relevant classes will be notified via an email by the Corona Corps Care Team with instructions for students and staff based on their vaccination status. Specifically:
  
  o **Vaccinated/Asymptomatic students:** Quarantine not required, but daily self-monitoring before coming on campus advised; sign up for testing 3-5 days after notification through [MAP](#).
  
  o **Unvaccinated or partially vaccinated students:** 14-day quarantine advised – do not come to class – and sign up for testing 3-5 days after notification through [MAP](#), if asymptomatic, or through University Health Services (541-346-2770) or your primary care provider, if symptomatic.
  
  o **Symptomatic students:** stay home (do not come to class/campus), complete the online case and contact form, and contact University Health Services (541-346-2770) or your primary care provider to arrange for immediate COVID-19 testing.

  Students identified as close contacts of a positive case will be contacted by the Corona Corps Care Team (541-346-2292).

• **Support:** The following resources are available to you as a student.
  
  o [University Health Services](#) or call 541-346-2770
  
  o [University Counseling Center](#) or call 541-346-3277 or 541-346-3227 (after hrs.)
  
  o [MAP Covid-19 Testing](#)
  
  o [Corona Corps](#) or call 541-346-2292
  
  o [Academic Advising](#) or call 541-346-3211
  
  o [Dean of Students](#) or call 541-346-3216
Advocacy + Assistance

If you need help finding resources related to violence, discrimination, harassment, physical or mental health concerns, or any other problem unrelated to academics, feel free to ask me.

I am a mandatory reporter, but my role in most cases is to provide assistance.

Access

The University of Oregon is working to create inclusive learning environments. Please notify Dr. Myers in week one if there are aspects of this course that result in disability-related barriers to your participation.

You may wish to contact the Accessible Education Center | 164 Oregon Hall at 541.346.1155 or uoaec@uoregon.edu

Sexual & Gender-based Violence

Students who are victims of sexual violence: if you wish to speak to someone confidentially, you can call 541.346.SAFE to be connected to a confidential counselor to discuss your options. You can also visit the SAFE website at http://safe.uoregon.edu/.

In addition, the UO Ombudsperson, Brett Harris, ombuds@uoregon.edu or 541.346.6400, can provide assistance. You can also contact any pastor, priest, imam, or other member of the clergy. All of these people, including all UO faculty members, have an obligation not to reveal your name or other specific information without your permission, although faculty members do have to provide “general information” (nothing that identifies anyone) that will help us create a safer campus.

DACA

Justine Carpenter, director of Multicultural and Identity-Based Support Services, is the campus point-person in support of undocumented and DACA students. Carpenter and can be reached at justcarp@uoregon.edu or 541-346-1123.

For additional information on the UO’s support for DACA students, please visit the UO DREAMers Workgroup website. Should an immigration official ask for information about a UO student, employee, or visiting scholar, please immediately contact the Office of the General Counsel at 541-346-3082 or gcounsel@uoregon.edu.
Personal Wellbeing

Even without the added concerns of the pandemic, college can be very complicated. It’s normal to feel overwhelmed or stressed, to experience anxiety or depression, struggle with relationships, or just need help navigating life’s challenges. You don’t need to handle such challenges on your own — there’s help and support on campus.

As your instructor if I believe you may need additional support, I will express my concerns, the reasons for them, and refer you to resources that might be helpful. It is not my intention to know the details of what might be bothering you, but simply to let you know I care and that help is available. Getting help is a courageous thing to do — for yourself and those you care about.

University Health Services help students cope with difficult emotions and life stressors. If you need general resources on coping with stress or want to talk with another student who has been in the same place as you, visit the Duck Nest (located in the EMU on the ground floor) and get help from one of the specially trained Peer Wellness Advocates.

University Counseling Services (UCS) has a team of dedicated staff members to support you with your concerns, many of whom can provide identity-based support. All clinical services are free and confidential. Find out more at counseling.uoregon.edu or by calling 541-346-3227 (anytime UCS is closed, the After-Hours Support and Crisis Line is available by calling this same number).

Basic Needs

If you are having difficulty affording groceries or accessing sufficient food to eat every day, or if you lack a safe and stable place to live, I urge to contact the Dean of Students Office (541-346-3216, 164 Oregon Hall) for support.

The UO Basic Needs Resource Guide includes resources for food, housing, healthcare, childcare, transportation, technology, finances, and legal support.