

**UNIVERSITY NOW SYLLABUS**  
**COMPOSITION**  
**Fall 2023**

**Instructor:** Professor Karen Seehaus (Writing)  
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**Class Time and Location:** Wednesdays, 1:45-3:15pm, Cabrillo Hall, Room 102

**PLNU Mission**  
**To Teach ~ To Shape ~ To Send**

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

**History of University Now:** The idea of high school students taking university course work in a cooperative venture between PLNU and San Diego high schools began in 1997, funded by a grant from the Howard Hughes Medical Institute. Dr. Darrel Falk, long time PLNU biology professor, founded the program, which was exclusively a science class until 2001, when writing was added to the program. High schools participating in past years include E3, Gompers, Morse, Madison, Lincoln, and Point Loma High School.

**Objectives:**

1. To help students envision themselves as successful university students.
2. To provide a jump-start on acquiring the skills needed to succeed in college.
3. To earn college credits.
4. To build a caring and supportive classroom community.
5. To help prepare students to become leaders in their chosen fields.
6. To encourage students to be generous in sharing their gifts and talents with others.

**Course Learning Outcomes**

**Composition**

By the end of the composition course, students will be able to:

- Construct clear and concise prose
- Construct clear thesis statements supported by focused paragraphs
- Edit their work to conform to the standard conventions of English grammar and usage
- Identify the thesis statements and primary arguments in written texts
- Respond to and work with source material fairly and accurately
- Demonstrate the ability to use the PLNU library

## Evaluation

Your composition grade will be comprised of the following components:

### English (500 Points)

Diagnostic Exam (30 Points)

5 Skill-building Essays (200 Points) Essays using specific essay structures

Portfolio of Revised Essays - All 5 Skill-building Essays Revised (50 Points)

Weekly Composition Book Entries (70 Points)

Final Exam (50 Points) Brief in-class essay

Attendance and Class Participation (100 Points)

The grades you receive for college credit on your college transcript are calculated and recorded as two individual grades, one for writing and one for biology.

## Cheating

There is zero tolerance for academic dishonesty. Academic dishonesty is stealing other people's work and calling it your own. Examples would include plagiarizing material from the internet or another source, copying a homework assignment, a quiz or a laboratory report. It also includes turning an individual homework assignment into a group assignment. **Collaboration is encouraged, but cheating is not tolerated and may result in expulsion from the course.**

## Attendance

Attendance is mandatory. More than three absences from the course for the semester for any reason will result in an intervention, unless there are extenuating circumstances.

## Late Policy

If you miss the day an assignment is due, your grade on the assignment will drop a letter grade for every late day (not class days, actual days). For example, if an assignment is due on Wednesday and you submit that assignment on Thursday, the best grade you can receive will be a B. The notable exception to this is if you have made a prior arrangement with me to turn in an assignment on an alternative schedule. Extensions are decided on a case-by-case basis. If you are struggling with an assignment due to illness or another situation, please talk with me **before** that assignment is due.

## Plagiarism and Acceptable Use of Work

It is perfectly okay (and expected!) to reference other texts (written or visual) in your own writing. However, you must give credit to any ideas, words, phrases, or sentences that are not originally yours or aren't common knowledge. To omit doing this action is an act of plagiarism. Writing is often collaborative, and writers share and borrow from each other all the time (just as I did from other PLNU faculty when I wrote this syllabus). There are ways to do this that are acceptable (such as taking suggestions from a professor or a peer), but there are also ways to use other people's ideas or words in a way that is considered plagiarism (such as passing off somebody else's work—even just a sentence—as your own). We will discuss this further in class.

Plagiarism of any kind will not be tolerated. Any word or idea that is not your own must be cited correctly. As explained in the University Catalog,

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog. See [Academic Policies](#) for definitions of kinds of academic dishonesty and for further policy information.

See Academic Policies for further information.

If you aren't sure if you are plagiarizing, check out the information on the university cheating and plagiarism policy at <http://catalog.pointloma.edu/content.php?catoid=8&navoid=864>

### **Artificial Intelligence (AI)**

You are allowed to use Artificial Intelligence (AI) tools (e.g, ChatGPT, iA Writer, Marmot, Botowski) to generate ideas, but you are not allowed to use AI tools to generate content (text, video, audio, images) that will end up in any work submitted to be graded for this course. Any work that was created with the assistance of an AI tool at any stage in its creation must include proper attribution, which may include an in-text citation, bibliographic citation, and/or an author's note. If you have any doubts about proper use of AI, please speak with me.

### **Tutoring**

Tutoring groups will be assigned at the beginning of the semester by class professors. Always bring your notebook, your textbook, and all class material with you to the tutoring sessions. Tutoring and quiz sessions will count a total of five percent of your total class grade. Tutors file weekly tutoring reports with professors. Switching of tutoring groups is not allowed.

### **Textbooks**

Textbooks will be distributed on the first day of class and will be collected on the last day of class. You may put your name inside the front cover and are responsible for taking good care of the textbook throughout the semester, as they will be used for future classes. Always bring your textbook for tutoring sessions, but you don't have to bring them to class unless instructed. (We don't have one this semester, but we will in the spring.)

### **Other Supplies You Will Need**

- \*Composition Book or similar for your journal
- \*Various office supplies (highlighters, pens, stapler, Scotch tape, paper for notes)

### **Canvas**

Canvas is a website that contains material from the class, including assignments, and other class materials. The website for accessing canvas is <https://canvas.pointloma.edu> Your passwords will be given to you during the first class.

### **Professionalism**

Students are expected to act in a matter appropriate for a university campus setting. Obvious examples would include:

1. No eating in the classroom.
2. No putting your head down or sleeping during lecture.
3. Making certain that you are in your seat on time after the mid-class break.
4. No whispering, talking or fooling around during class.

### **Masking**

In response to the [CDC's latest guidelines](#) and [California Department of Public Health Recommendations](#), **PLNU has updated our policy for masking**. Masking is not currently required on the Point Loma campus. We will continue to monitor the data to inform a change in policy that aligns with [CDC guidance](#).

## UNow Schedule:

**Note: The UNow Retreat typically occurs on a Friday early in the semester.  
Save Friday, 22 September 2023 for the UNow Retreat. Details will be shared in class.**

### WEEK 1: 8/30/2023

Weekly Composition Book Entry  
Brief Overview of Two Semesters of UNow Writing  
Tech Support for Students with Tech Needs  
Diagnostic Exam

### WEEK 2: 9/6/2023

Weekly Composition Book Entry  
Retreat Update  
Tech Support if Needed  
Review Admission Requirements for CSU  
Review Admission Requirements for UC

### WEEK 3: 9/13/2023

Weekly Composition Book Entry  
Strength-finders Games  
Overview of 8 Personal Insight Questions for UC System  
Assign Skill-building Essay #1 (Personal Insight Question Choice 1)

### WEEK 4: 9/20/2023

Weekly Composition Book Entry  
!!Campus Tour!!

**Submit by Wednesday by 11:59pm:**

Skill-building Essay #1 (Personal Insight Question Choice 1)

### WEEK 5: 9/27/2023

Weekly Composition Book Entry  
Workshop

**WEEK 6: 10/4/2023**

Weekly Composition Book Entry  
Time Management

**Submit by Wednesday by 11:59pm:**

Skill-building Essay #2 (Personal Insight Question Choice 2)

**WEEK 7: 10/11/2023**

Weekly Composition Book Entry  
Workshop

**WEEK 8: 10/18/2023**

Weekly Composition Book Entry

!!Presentation about Study Abroad Opportunities by Study Abroad Representatives!!

**Submit by Wednesday by 11:59pm:**

Skill-building Essay #3 (Personal Insight Question Choice 3)

**WEEK 9: 10/25/2023**

Weekly Composition Book Entry  
Workshop

**WEEK 10: 11/1/2023**

Weekly Composition Book Entry

!!Presentation about Financial Aid by Associate Director of Financial Aid @PLNU!!

**Submit by Wednesday by 11:59pm:**

Skill-building Essay #4 (Personal Insight Question Choice 4)

**WEEK 11: 11/8/2023**

Weekly Composition Book Entry  
Workshop

**WEEK 12: 11/15/2023**

Weekly Composition Book Entry  
Portfolio Preparation

**Submit by Wednesday by 11:59pm:**  
Skill-building Essay #5 (Letter of Reference)

**WEEK 13: 11/22/2023**

**Note: Wednesday, 11/22/2023 and Friday, 11/24/2023 is Thanksgiving Recess– No Class!!!  
Happy Thanksgiving!!!**

**WEEK 14: 11/29/2023**

Weekly Composition Book Entry  
Workshop

**WEEK 15: 12/6/2023**

Weekly Composition Book Entry  
Portfolio Preparation

**WEEK 16: 12/13/2023 – FINAL EXAM**

**Mandatory Attendance:**  
Wednesday, 12/13/2023 – **Portfolio Due in Class (All Skill-building Essays Revised)**  
**Final Exam**