Beth Flynn
HU5001, Proseminar in Rhetoric and Technical Communication
Walker, 139
M, 1:05-1:50 p.m.
Fall, 2008
Office: 310 Walker
Office phone: 487-3227
E-mail: eflynn@mtu.edu
Office Hours: T,R 2-3:20 and by appointment

Texts:

Moore, Cindy and Hildy Miller. A Guide to Professional Development for Graduate Students in English.
Student to Student: A Supplement to the RTC Handbook and Graduate Student Professional Development Guides. 2008.

Supplies:
You’ll need a file folder to hold your portfolio of responses.

Purpose:
The course is described in the catalog as follows:

An introduction to the scholarly issues, goals, and methods across the disciplinary areas represented in the Rhetoric and Technical Communication Program.

Writing Assignments:

Response Journal:
For selected readings indicated on the syllabus, you should submit response statements of at least one double-spaced page.

Portfolio Analysis:
Please prepare a portfolio analysis (at least a page long) that provides a commentary on responses. What are some strengths of your performance on these assignments? What are some limitations?

Attendance:
Attendance is mandatory. Much of the course involves conversation about course readings. If you miss those conversations, you will have missed a good deal of the course content. More than three unexcused absences will affect your grade.

Grades:
Your grade will be based on the following:

Portfolio (responses and portfolio analysis) 100 %
MTU complies with all federal and state laws and regulations regarding discrimination, including the Americans with Disabilities Act of 1990 (ADA). If you have a disability and need a reasonable accommodation for equal access to education or services at MTU, please call Dr. Gloria Melton, Dean of Students (7-2212). For other concerns about discrimination, you may contact your advisor, department head or chair, or the Affirmative Action Office (7-3310).

MTU strives to offer equal opportunity to all of its employees, students, applicants for employment, and applicants for admission without regard to race, religion, color, national origin, age, gender, sexual orientation, height, weight, marital status, disabled veteran status, veteran status, arrest record, or disability. See [http://www.admin.mtu.edu/admin/boc/policy/ch3p7.htm](http://www.admin.mtu.edu/admin/boc/policy/ch3p7.htm). The Affirmative Programs Office (commonly called the Affirmative Action Office, or AA) facilitates Michigan Tech's development of an environment that is free from prejudicial discrimination or harassment and that is conducive to learning and individual growth for all campus members and visitors. Contact the Affirmative Programs Office, Room 207, Administration Building, Phone: 906-487-3310, Fax: 906-487-2842, e-mail Sherry Kauppi, Director, for more information.

It may be necessary to alter the syllabus as the semester proceeds in order to better meet the instructional needs of the class.

Please turn off all cell phones and laptops before class begins. Thanks.

### Course Schedule:

**Week 2 (Sept. 8)**
- M Introduction. *RTC Handbook*, 1.1-5.1. Response # 1 due

**Week 3 (Sept. 15)**

**Week 4 (Sept. 22)**
- M RTC Faculty. *Meet in G41*. Response # 3 due.

**Week 5 (Sept. 29)**
- M RTC Faculty. *Meet in G41*. Response # 4 due.

**Week 6 (Oct. 6)**
- M RTC Faculty. *Meet in G41*. Response # 5 due.

**Week 7 (Oct. 13)**
- M Moore and Miller, "Introduction" and Ch. 1. Response # 6 due.

**Week 8 (Oct. 20)**
- M *Student to Student*, Koskela and Clarken. Response # 7 due.

**Week 9 (Oct. 27)**
- M Moore and Miller, Ch. 2. Response # 8 due.
Week 10 (Nov. 3)
M Student to Student, Clanbaugh and Karnosky. Response #9 due.

Week 11 (Nov. 10)
M Moore and Miller, Ch. 3. Response #10 due.

Week 12 (Nov. 17)
M Student to Student, Frost and Long. Response #10 due.

Week 13 (Dec. 1)
M Academic Integrity.

Week 14 (Dec. 8)
M Moore and Miller, Ch. 4. Response #11 due. Portfolio analysis due. Portfolios due.