

## Report of The Curriculum and Articulation Committee

*Presented to GBC Faculty Senate on Feb. 26, 2015*

The Curriculum and Articulation Committee met on Feb. 12, 2015 and requests action on the following items:

Course	Description
BIOL 394	Addition to the GBC Catalog
ENG 475 B	Addition to the GBC Catalog
ENG 259	Addition to the GBC Catalog
ENG 205	Addition to the GBC Catalog

Additionally, the committee discussed the reactivation of ENG 100 (Composition-Enhanced) as well as ENG 267 (Introduction to Women and Literature).

The committee continues to review updated catalog pages, and encourages any and all departments with changes to their catalog pages to submit them for the upcoming March meeting.



# Course Articulation Form

Submitter Name:	David Freistroffer	Phone:	753-2018
Form Purpose:	Add a course		
Course:	BIOL 394	Hours:	0 lecture / 6 lab
Departments Notified:	None		
Credits:	2	Grading Basis:	A-F
Repeatable:	0 additional time[s]		
Transferable:	Transferable for an NSHE baccalaureate degree		
Title:	Laboratory in Ecology and Population Biology		
Catalog Description:	Research techniques and investigative approaches in field and laboratory studies.		
Prerequisites:	BIOL 191, STAT 152, BIOL 341		
Corequisites:	BIOL 341		
Program Integration:	Is a requirement of the following program[s]: <ul style="list-style-type: none"> <li>• BIO-BS: Bachelor of Science in Biological Sciences</li> </ul>		
Comments:			

## Approval Signatures and Dates


2/22/16  
 \_\_\_\_\_ Date  
 David Freistroffer  
 \_\_\_\_\_ Date  
 Department Chair  
 \_\_\_\_\_ Date  
 PeopleSoft/Catalog Administrator  
 \_\_\_\_\_ Date  
 Faculty Senate Committee Chair  
 \_\_\_\_\_ Date  
 Articulation Officer  
 \_\_\_\_\_ Date  
 Vice President For Academic Affairs  
 \_\_\_\_\_ Date  
 President

**INSTRUCTIONS:**

- A. This form must be completed for additions of all undergraduate courses, as well as changes to existing course prefixes, numbers, titles, and/or credits. In addition, this form is to be used for transfer status reviews.
- B. The form requires sign-off by the institutional curriculum committee chair.
- C. The course syllabus or course outline and the course description for a new or revised course must be attached.
- D. **Course Deletions:** As of July 1, 2014, a separate form is provided for course deletions. This form is no longer applicable. Course deletions do not require review by other NSHE institutions.
- E. Additions or changes submitted with this form may not be reflected in class schedules or catalogs until this form has been completed, submitted to System Administration, and the institution has received notification that the form has been accepted.

**SUBMITTING (ORIGINATING) INSTITUTION CONTACT INFORMATION** (for institution requesting course approval)

Institution: GBC Date: 2-9-16

Curriculum Committee Chair: Signature indicates approval:  
 \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature of Curriculum Committee Chair

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 (Name of individual submitting this form)

\_\_\_\_\_ E-mail address: \_\_\_\_\_  
 Signature (type name if e-mailing)

1) In the boxes below, enter the new or changed course information for the course under review:

Prefix	Course #	Course Title	Credits
BIOL	394	Laboratory in Ecology and Population Biology	2

If this review proposes a change to an existing course, enter the information from the existing course:

Prefix	Course #	Course Title	Credits

2) Does your institution want this course to be transferrable?

Yes [] No [ ] N/A [ ]

3) Check the appropriate box below for the addition of a new course or change to existing course prefix, number and/or title:

- Discipline or prefix is found in the CCN master file, however **both** course # and title are not (if you check this box, skip to question 4)
- Discipline or prefix is NOT found in the CCN master file  
 This discipline is unique to your institution or it has not been common course numbered previously.  
 (if you check this box, skip to question 4)
- Discipline or prefix is found in the CCN master file; either course # or course title is also found in the CCN master file.  
 Another institution already offers this course; course # and title must be identical with existing course.  
 (if you check this box, skip to question 5)

4) **Is this a new course proposed by a community college that requires a transfer status review by the universities and state college?**

(Community colleges may utilize a B suffix for course numbers to alert students that the course may be non-transferable for a baccalaureate degree. [Title 4, Chapter 14, Section 16].)

Yes [ ] No [ ] If Yes, this section must be completed by university and state college registrars:

**Course Transfer Status**

Board of Regents Policy, Title 4, Ch. 14, Section 16 provides that the "B" designator may be used for courses designated non-transferable from a community college to a university or state college. The universities or state college, as applicable, must provide written justification for all courses determined to be non-transferable.

A course approved for transfer at one university will automatically count as elective at the other university.

UNLV Evaluation	UNR Evaluation	NSC Evaluation
<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number	<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number	<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number
Approval (Print Name & Title)	Approval (Print Name & Title)	Approval (Print Name & Title)
Signature (type name if e-mailing)	Signature (type name if e-mailing)	Signature (type name if e-mailing)
Date	Date	Date

5) In order for a course to be assigned a common course number, all institutions that offer the discipline in which the proposed course resides must agree that at least 80% of the content of the proposed course is common based on a review of current and pending courses within the NSHE. **Every institution must be contacted.**

In the space provided below, record the contact name at each institution, date of contact and review status in the spaces provided. The point of contact noted below **must be the academic administrator over the discipline at each institution or the registrar or institutional designee if there is no academic administrator for the discipline.** Under the Agree column, a "yes" indicates that the respective contact person reviewed the course content and agrees that it is at least 80 percent common and may receive a common course number. A "No" indicates that at least 80 percent of the course content is not common at the reviewing institution. An "NA" indicates the discipline is not offered at the institution. Any form submitted with one or more "No's" will be referred to the System-wide Discipline Committee for review.

**Institutional Contact List** (tracking responses via e-mail is recommended)

<u>Institution</u>	<u>Campus Contact Name &amp; Phone Number</u>	<u>E-Mail Address</u>	<u>Date</u>	<u>Agree</u>
UNLV	_____	_____	_____	Yes/ No / NA
UNR	_____	_____	_____	Yes / No / NA
NSC	_____	_____	_____	Yes / No / NA
CSN	_____	_____	_____	Yes / No / NA
GBC	_____	_____	_____	Yes / No / NA
TMCC	_____	_____	_____	Yes / No / NA
WNC	_____	_____	_____	Yes / No / NA

**Note:** If a response is not received from an institutional contact within 10 business days of submitting a request, please circle the name of the institution and response will be assumed to be "yes." **[Not applicable May 15 – Aug. 15, Dec. 15 -Jan. 20]**

**Common Course Numbering Additions and Changes Form**  
**Nevada System of Higher Education**  
**Department of Academic and Student Affairs (Effective July 1, 2014)**

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If you have any questions regarding common course numbering procedures or the completion of this form, contact Janet Stake (janet\_stake@nshe.nevada.edu) at System Administration (Phone: 775-784-3445; Fax: 775-784-1127).

Completed forms may be mailed, emailed, or faxed to Janet Stake at:  
Academic and Student Affairs  
2601 Enterprise Road  
Reno, Nevada 89512

**System Use Only:**

Date Received: \_\_\_\_\_

All Criteria Met? Yes [ ] No [ ]      Date Referred to System-wide Discipline Committee: \_\_\_\_\_

Date Campus Contacts Notified: \_\_\_\_\_

Date Master File Updated: \_\_\_\_\_

Reviewed by Vice Chancellor for Academic Affairs or Assistant Vice Chancellor for Academic Affairs:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Syllabus for BIOL 394, 2CR, Laboratory in Ecology and Population Biology

## Sections:

### Instructor:

### Office:

### Phone:

### email:

### Office Hours:

**Course Catalog Description:** (Note: Directly from UNR) Research techniques and investigative approaches in field and laboratory studies.

**Prerequisite(s):** BIOL 191, STAT 152**Pre- or Corequisite:** BIOL 341

**Text:** None required. Experiment descriptions will be provided by the instructor. See bibliography.

**Learning Outcomes and Measurements:** (Note: Directly from UNR. GBC additions are in parentheses)

<b>Outcome</b>	<b>Measurement</b>
Students will be able to create an experimental design (in ecology) for the lab and/or field.	Lab reports, independent project, exams
Students will be able to successfully execute experiments (in ecology).	Lab reports, independent project
Students will be able to analyze experimental data, synthesize and interpret the results in a scientifically meaningful context (in ecology).	Lab reports, independent project, exams

In summary the outcomes above fall under the broader program outcome: “Analyze the complex interplay of how organisms and populations respond to and interact with each other and their environment,” = Ecology. This outcome is used in program assessment of the BS Biological Sciences Program at GBC.

**Method of Instruction:** There are 5.5 hours of live laboratory each week on average. Some field lab experiences are longer and on weekends, some of the weekly labs are sometimes shorter. Labs will take place in the “field”, the classroom laboratory, or *in silico*. Students will be required to be outdoors, and travel on roads of various quality, including unimproved, in the Nevada backcountry. Cancellations due to weather will only be made when it is dangerous at the discretion of the instructor.

### Course Requirements:

Lab reports	60%
Independent project	20%
Exams (2)	20%

**Lab reports:** Lab reports are due one week after the completion of each lab. Since these labs involve data collection, which can be weather-dependent, due dates may change. Please check WebCampus for updated due dates and a detailed rubric for each lab experiment.

**Independent project:** The independent project will require students to design and carry out an

experiment in ecology with oversight from the instructor. The grade for this project will consist of: 1) Proposal and justification – 20%, 2) Write up – 60%, 3) Poster presentation – 10%, and 4) Class presentation – 10%. Detailed instructions and rubrics for each of the parts of this project will be available on WebCampus. Since this is a collaborative project, with learning the process of research as the primary emphasis, multiple drafts of the assignments above may be utilized at the discretion of the instructor.

**Exams:** Exams will consist of material that we have covered in the lab. Some lecture subject matter will also show up on exams, but the main emphasis will be on what we have learned in lab: experimental design (including methods), the analysis of experimental data, and the synthesis and interpretation of experimental results in a scientifically meaningful context. The exams will take approximately an hour to complete and we will have labs and other course activities on exam days. Exam questions will be primarily essay and short answer.

**Grading Criteria:**

A=100-90

B=89-80

C=79-70

D=69-60

F for anything below 60

**ADA Statement:** Great Basin College is committed to providing equal educational opportunities to qualified students with disabilities in accordance with state and federal laws and regulations, including the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. A qualified student must furnish current verification of disability. The Disability Services Office, located in Leonard Student Life Center, will assist qualified students with disabilities in securing the appropriate and reasonable accommodations, auxiliary aids, and services. For more information or further assistance, please call 775.753.2271.

**Bibliography:**

Ecological Society of America, Educator Resources: <http://www.esa.org/esa/education-and-diversity/educator-resources/>

Field and Laboratory Methods for General Ecology, 4th Edition, Brower, Zar, and von Ende, 1997.

General Ecology Laboratory Manual, 8th Edition, Cox, 2001.

**Course Schedule:**

(subject to change)

<b>Week</b>	<b>Laboratory/Activity for this week</b>
1	Designing an ecological study Experimental design Sampling design and techniques
2	Plant competition (Set up individual projects)
3	Quantitative ecology and pop biology

	Hypothesis testing Regression correlation an ANOVA
4	Mark and recapture population estimates Catch per unit effort population estimates
5	Vegetation analysis
6	Allelopathy
7	Life tables and survivorship curves
8	Exponential and logistic population growth (computer modeling)
9	Three height regression analysis
10	Bird of prey energetics
11	Plant competition (Finish individual projects)
12	Field trip – Use of techniques, Alpine Ecology and Limnology
13	Field trip – Use of techniques, Marsh Ecosystems
14	Field trip – Use of techniques, Sagebrush Steppe/Pinion/Juniper Ecosystem
15	Final Lab period and Individual project poster session, Riparian environments
16	Finals week: final exam and individual project presentations





# Course Articulation Form

Submitter Name:	Teresa Howell	Phone:	775 623-1807
Form Purpose:	Add a course		
Course:	ENG 475B	Hours:	3 lecture / 0 lab
Departments Notified:	None		
Credits:	3	Grading Basis:	A-F
Repeatable:	0 additional time[s]		
Transferable:	Transferable for an NSHE baccalaureate degree		
Title:	Literary Nonfiction		
Catalog Description:	The analysis of essays and nonfiction prose.		
Prerequisites:	ENG 102 and <del>ONE 200-level literature course.</del> <i>3 credits selected from ENG 203, ENG 223</i>		
Corequisites:	None		
Program Integration:	Not a program requirement.		
Comments:	<i>ENG 250, and ENG 267</i>		

## Approval Signatures and Dates

\_\_\_\_\_  
Teresa Howell Date

\_\_\_\_\_  
Department Chair Date

\_\_\_\_\_  
PeopleSoft/Catalog Administrator Date

\_\_\_\_\_  
Faculty Senate Committee Chair Date

\_\_\_\_\_  
Articulation Officer Date

\_\_\_\_\_  
Vice President For Academic Affairs Date

\_\_\_\_\_  
President Date

Great Basin College  
1500 College Parkway  
Elko, Nevada 89801  
(775) 753-8493

**ENG 475B; Literary Nonfiction**

**Section:** TBA **Credits:** 3

**Instructor:** Teresa Howell

**Phone:** 775 623-1807

**Office:** RM# 117, Winnemucca Branch

**Office Hours:** Monday through Thursday: 2:15-3:30 and by appointment.

**E-mail:** I am available through WebCampus email.

**Required Texts:**

**Catalog Description:**

The analysis of essays and nonfiction prose.

**Prerequisites:**

ENG 102 and one lower-division literature course.

**Learning Outcomes and Measurements:**

<b>Learning Outcomes</b>	<b>Measurement</b>
Students will be able to identify qualities which make nonfiction "literary"	Assignments
Students will identify and evaluate the rhetorical devices and rhetorical stance used a work of nonfiction	Assignments, essays, final project
Students will read some of the seminal works of Literary Nonfiction, and understand how they contributed to the development of the genre	Assignments
Students will understand the possibilities and limitations of the various sub-genres of literary non-fiction	Assignments, final project

**Method of Instruction:**

This will be an online course. Students will read various non-fiction texts and instructor-provided content. Students will complete weekly assignments based on course material, essays, and a comprehensive final project.

**Grading Criteria:**

Your grade is based on a percentage of total points possible.

**Grading scale:**

A=90-100%  
B=80-89%  
C=70-79%  
D=65-69%  
F=64% or below

**Course Requirements:**

Extensive reading.

20-50 points each: Weekly assignments or discussion posts. Expect to do one or two each week unless a major assignment is due.

150 points each: Critical essays. There will be two of them. Each will be 5-7 pages in length.

300 points: Final project. This will be an exploration of one author of non-fiction, or one topic. The project will consist of several components, some required and some selected from various options.

**Late Work:**

I can't take small assignments late. (You will be given an extra credit assignment which will allow you to compensate for approximately 30 points of missed work.) I will take assignments worth more than one hundred points ONE DAY late (The drop box will still be open), but I will not accept them after that. They must be submitted to the drop box; I will not accept paper copies or emailed copies.

**Student Responsibilities:**

Students are expected to write prose that is generally grammatically correct. Students with deficiencies in skills are encouraged to consult a tutor, their instructor, or various online resources for help. Papers with serious flaws in mechanics will not be accepted.

Students are expected to resolve technology issues, such as availability of the Internet, knowledge of Webcampus, compatibility of word programs, and so on. Technical difficulties are not an excuse for missing assignments.

Students are responsible for timely submission of assignments. Students who procrastinate are often unpleasantly surprised.

**Accommodations for Students with Disabilities:**

Great Basin College is committed to providing equal educational opportunities to qualified students with disabilities in accordance with state and federal laws and regulations, including the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. A qualified student must furnish current verification of disability. The Disability Services Office, located in Leonard Student Life Center, will assist qualified students with disabilities in securing the appropriate and reasonable accommodations, auxiliary aids, and services. For more information or further assistance, please call 775.753.2271.

**Academic Honesty:**

Great Basin College considers academic honesty one of its highest values. A student who obtains academic credit for work that is not the product of his or her own effort is being dishonest and undermining the academic integrity of the college. Students are expected to be the

sole authors of their work. Use of another's ideas must be accompanied by specific citation and reference. In addition, a learner may not submit the same work for credit in more than one course. The disciplinary consequences of plagiarism and other forms of academic dishonesty include non-acceptance of work submitted, a failing grade in the course, and/or or other disciplinary action as outlined in Great Basin College's Student Conduct Policy

**Grade Appeal or Professional Conduct:**

If you have any concerns or academic problems, or if you feel you need special assistance, please discuss such matters with your instructor first—and as soon as you can. See the General Catalogue 2013-14 on the procedure, which deals with such issues.

**Assignments and due dates on the website.**

**INSTRUCTIONS:**

- A. This form must be completed for additions of all undergraduate courses, as well as changes to existing course prefixes, numbers, titles, and/or credits. In addition, this form is to be used for transfer status reviews.
- B. The form requires sign-off by the institutional curriculum committee chair.
- C. The course syllabus or course outline and the course description for a new or revised course must be attached.
- D. **Course Deletions:** As of July 1, 2014, a separate form is provided for course deletions. This form is no longer applicable. Course deletions do not require review by other NSHE institutions.
- E. Additions or changes submitted with this form may not be reflected in class schedules or catalogs until this form has been completed, submitted to System Administration, and the institution has received notification that the form has been accepted.

<b>SUBMITTING (ORIGINATING) INSTITUTION CONTACT INFORMATION</b> (for institution requesting course approval)	
Institution: <u>Great Basin College</u>	Date: <u>January 26, 2016</u>
Curriculum Committee Chair: Signature indicates approval:	
<u>Joshua Webster</u> Signature of Curriculum Committee Chair	Date: <u>01/26/16</u>
Contact Person: <u>Teresa Howell</u> (Name of individual submitting this form)	Phone #: <u>775 623-1807</u>
<u>Teresa Howell</u> Signature (type name if e-mailing)	E-mail address: <u>mary.howell@gbcnv.edu</u>

1) In the boxes below, enter the new or changed course information for the course under review:

Prefix	Course #	Course Title	Credits
ENG	475B	Literary Nonfiction	3

If this review proposes a change to an existing course, enter the information from the existing course:

Prefix	Course #	Course Title	Credits

2) Does your institution want this course to be transferrable?

Yes [X ] No [ ] N/A [ ]

3) Check the appropriate box below for the addition of a new course or change to existing course prefix, number and/or title:

- Discipline or prefix is found in the CCN master file, however **both** course # and title are not (if you check this box, skip to question 4)
- Discipline or prefix is NOT found in the CCN master file  
This discipline is unique to your institution or it has not been common course numbered previously. (if you check this box, skip to question 4)
- Discipline or prefix is found in the CCN master file; either course # or course title is also found in the CCN master file. Another institution already offers this course; course # and title must be identical with existing course. (if you check this box, skip to question 5)

4) **Is this a new course proposed by a community college that requires a transfer status review by the universities and state college?**

(Community colleges may utilize a B suffix for course numbers to alert students that the course may be non-transferable for a baccalaureate degree. [Title 4, Chapter 14, Section 16].)

Yes [ ] No [ ] If Yes, this section must be completed by university and state college registrars:

**Course Transfer Status**

Board of Regents Policy, Title 4, Ch. 14, Section 16 provides that the “B” designator may be used for courses designated non-transferable from a community college to a university or state college. The universities or state college, as applicable, must provide written justification for all courses determined to be non-transferable.

A course approved for transfer at one university will automatically count as elective at the other university.

UNLV Evaluation	UNR Evaluation	NSC Evaluation
<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number	<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number	<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number
Approval (Print Name & Title)	Approval (Print Name & Title)	Approval (Print Name & Title)
Signature (type name if e-mailing)	Signature (type name if e-mailing)	Signature (type name if e-mailing)
Date	Date	Date

5) In order for a course to be assigned a common course number, all institutions that offer the discipline in which the proposed course resides must agree that at least 80% of the content of the proposed course is common based on a review of current and pending courses within the NSHE. **Every institution must be contacted.**

In the space provided below, record the contact name at each institution, date of contact and review status in the spaces provided. The point of contact noted below **must be the academic administrator over the discipline at each institution or the registrar or institutional designee if there is no academic administrator for the discipline.** Under the Agree column, a “yes” indicates that the respective contact person reviewed the course content and agrees that it is at least 80 percent common and may receive a common course number. A “No” indicates that at least 80 percent of the course content is not common at the reviewing institution. An “NA” indicates the discipline is not offered at the institution. Any form submitted with one or more “No’s” will be referred to the System-wide Discipline Committee for review.

**Institutional Contact List** (tracking responses via e-mail is recommended)

<u>Institution</u>	<u>Campus Contact Name &amp; Phone Number</u>	<u>E-Mail Address</u>	<u>Date</u>	<u>Agree</u>
UNLV	Alejandro Chacon	alejandro.chacon@unlv.edu	01/26/16	Yes
UNR	Melisa Choroszy	choroszy@unr.edu	01/26/16	Yes
NSC	Adelfa Sullivan	Adelfa.Sullivan@nsc.edu	01/26/16	Yes
CSN	Pat Zozaya	pat.zozaya@csn.edu	01/26/16	Yes
GBC	_____	_____	_____	NA
TMCC	Andy Hughes	ahughes@tmcc.edu	01/26/16	Yes / No / NA
WNC	Dianne Hilliard	dianne.hilliard@wnc.edu	01/26/16	Yes / No / NA

**Note:** If a response is not received from an institutional contact within 10 business days of submitting a request, please circle the name of the institution and response will be assumed to be “yes.” **[Not applicable May 15 – Aug. 15, Dec. 15 -Jan. 20]**

**Common Course Numbering Additions and Changes Form**  
**Nevada System of Higher Education**  
**Department of Academic and Student Affairs (Effective July 1, 2014)**

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If you have any questions regarding common course numbering procedures or the completion of this form, contact Janet Stake (janet\_stake@nshe.nevada.edu) at System Administration (Phone: 775-784-3445; Fax: 775-784-1127).

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Academic and Student Affairs  
2601 Enterprise Road  
Reno, Nevada 89512

**System Use Only:**

Date Received: \_\_\_\_\_

All Criteria Met? Yes [ ] No [ ]      Date Referred to System-wide Discipline Committee: \_\_\_\_\_

Date Campus Contacts Notified: \_\_\_\_\_

Date Master File Updated: \_\_\_\_\_

Reviewed by Vice Chancellor for Academic Affairs or Assistant Vice Chancellor for Academic Affairs:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



# Course Articulation Form

Submitter Name:	<b>Dr. Joshua Webster</b>	Phone:	<b>(775) 753-2209</b>
Form Purpose:	<b>Add a course</b>		
Course:	<b>ENG 259</b>	Hours:	<b>45 lecture / 0 lab</b>
Departments Notified:	<b>Arts and Letters</b>		
Credits:	<b>3</b>	Grading Basis:	<b>A-F</b>
Repeatable:	<b>0 additional time[s]</b>		
Transferable:	<b>Transferable for an NSHE baccalaureate degree</b>		
Title:	<b>Speculative Fiction and Fantasy Literature</b>		
Catalog Description:	<b>A critical, survey-based introduction to the genres of Speculative (Science) Fiction and Fantasy Literature.</b>		
Prerequisites:	<b>Must have completed ENG 102.</b>		
Corequisites:	<b>N/A</b>		
Program Integration:	<b>Not a program requirement.</b>		
Comments:	<b>This course is an elective for the B.A. in English.</b>		

## Approval Signatures and Dates

\_\_\_\_\_  
 Dr. Joshua Webster Date

\_\_\_\_\_  
 Department Chair Date

\_\_\_\_\_  
 PeopleSoft/Catalog Administrator Date

\_\_\_\_\_  
 Faculty Senate Committee Chair Date

\_\_\_\_\_  
 Articulation Officer Date

\_\_\_\_\_  
 Vice President For Academic Affairs Date

\_\_\_\_\_  
 President Date



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**SUBMITTING (ORIGINATING) INSTITUTION CONTACT INFORMATION** (for institution requesting course approval)

Institution: Great Basin College Date: 2/6/2016

Curriculum Committee Chair: Signature indicates approval:  
 \_\_\_\_\_ Date: 2/6/2016  
 Signature of Curriculum Committee Chair

Contact Person: Dr. Josh Webster Phone #: (775) 753-2209  
 (Name of individual submitting this form)

Josh Webster E-mail address: joshua.webster@gbcnv.edu  
 Signature (type name if e-mailing)

1) In the boxes below, enter the new or changed course information for the course under review:

Prefix	Course #	Course Title	Credits
ENG	259	Speculative Fiction and Fantasy Literature	3

If this review proposes a change to an existing course, enter the information from the existing course:

Prefix	Course #	Course Title	Credits

2) Does your institution want this course to be transferrable?

Yes [ X ] No [ ] N/A [ ]

3) Check the appropriate box below for the addition of a new course or change to existing course prefix, number and/or title:

- Discipline or prefix is found in the CCN master file, however **both** course # and title are not (if you check this box, skip to question 4)
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**Course Transfer Status**

Board of Regents Policy, Title 4, Ch. 14, Section 16 provides that the “B” designator may be used for courses designated non-transferable from a community college to a university or state college. The universities or state college, as applicable, must provide written justification for all courses determined to be non-transferable.

A course approved for transfer at one university will automatically count as elective at the other university.

UNLV Evaluation	UNR Evaluation	NSC Evaluation
<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number	<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number	<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number
Approval (Print Name & Title)	Approval (Print Name & Title)	Approval (Print Name & Title)
Signature (type name if e-mailing)	Signature (type name if e-mailing)	Signature (type name if e-mailing)
Date	Date	Date

5) In order for a course to be assigned a common course number, all institutions that offer the discipline in which the proposed course resides must agree that at least 80% of the content of the proposed course is common based on a review of current and pending courses within the NSHE. **Every institution must be contacted.**

In the space provided below, record the contact name at each institution, date of contact and review status in the spaces provided. The point of contact noted below **must be the academic administrator over the discipline at each institution or the registrar or institutional designee if there is no academic administrator for the discipline.** Under the Agree column, a “yes” indicates that the respective contact person reviewed the course content and agrees that it is at least 80 percent common and may receive a common course number. A “No” indicates that at least 80 percent of the course content is not common at the reviewing institution. An “NA” indicates the discipline is not offered at the institution. Any form submitted with one or more “No’s” will be referred to the System-wide Discipline Committee for review.

**Institutional Contact List** (tracking responses via e-mail is recommended)

<u>Institution</u>	<u>Campus Contact Name &amp; Phone Number</u>	<u>E-Mail Address</u>	<u>Date</u>	<u>Agree</u>
UNLV	_Alejandro Chacon_____	_alejandro.chacon@unlv.edu_	_____	Yes/ No / NA
UNR	_Melisa Choroszy_____	_choroszy@unr.edu_	_____	Yes / No / NA
NSC	_Adelfa Sullivan_____	_Adelfa.Sullivan@nsc.edu_	_____	Yes / No / NA
CSN	_Pat Zozaya_____	<a href="mailto:pat.zozaya@csn.edu">pat.zozaya@csn.edu</a>	_____	Yes / No / NA
GBC	_Janice King_____	_janice.king@gbcnv.edu_	_____	Yes / No / NA
TMCC	_Andy Hughes_____	_ahughes@tmcc.edu_	_____	Yes / No / NA
WNC	_Dianne Hilliard_____	_dianne.hilliard@wnc.edu_	_____	Yes / No / NA

**Note:** If a response is not received from an institutional contact within 10 business days of submitting a request, please circle the name of the institution and response will be assumed to be “yes.” **[Not applicable May 15 – Aug. 15, Dec. 15 -Jan. 20]**

**Common Course Numbering Additions and Changes Form**  
**Nevada System of Higher Education**  
**Department of Academic and Student Affairs (Effective July 1, 2014)**

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If you have any questions regarding common course numbering procedures or the completion of this form, contact Janet Stake (janet\_stake@nshe.nevada.edu) at System Administration (Phone: 775-784-3445; Fax: 775-784-1127).

Completed forms may be mailed, emailed, or faxed to Janet Stake at:  
Academic and Student Affairs  
2601 Enterprise Road  
Reno, Nevada 89512

**System Use Only:**

Date Received: \_\_\_\_\_

All Criteria Met? Yes [ ] No [ ]      Date Referred to System-wide Discipline Committee: \_\_\_\_\_

Date Campus Contacts Notified: \_\_\_\_\_

Date Master File Updated: \_\_\_\_\_

Reviewed by Vice Chancellor for Academic Affairs or Assistant Vice Chancellor for Academic Affairs:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Speculative Fiction and Fantasy Literature

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ENG 259, Section 1001, Web Based

3 Credits

Fall 2016

Great Basin College

1500 College Parkway

Elko, NV 89801

(775) 748-8953

<http://www.gbcnv.edu>

*Instructor:* Dr. Josh Webster  
*Office Hours:* Monday and Wednesday 2:30 to 4:30, Thursday 3 to 5 and by appointment.  
*Office Location:* McMullen Hall 132, Elko Campus  
*Phone:* 753-2209 (I am best contacted via e-mail)  
*E-mail:* [joshua.webster@gbcnv.edu](mailto:joshua.webster@gbcnv.edu) or via Web Campus e-mail. Please note that I check and respond to e-mail on weekends and weekday evenings sporadically, if at all.  
*Skype Name:* drjoshwebster

## Required Texts and Materials:

- *The Time Machine* by H.G. Wells
- *The Once and Future King* by T.H. White
- *Kindred* by Octavia Butler
- *The Handmaid's Tale* by Margaret Atwood
- *Bitch Planet Vol. 1: Extraordinary Machine* by Kelly Sue DeConnick and Valentine DeLandro
- *Cat's Cradle* by Kurt Vonnegut
- *The Man in The High Castle* by Philip K. Dick
- *The Martian Chronicles* by Ray Bradbury
- *American Gods* by Neil Gaiman
- *The Peripheral* by William Gibson
- *I, Robot* by Isaac Asimov
- *The Magicians* by Lev Grossman
- *Annihilation: A Novel* by Jeff Vandermeer

## Course Description:

As stated in the 2017-2016 *General Catalog*, this course is:

*"A critical, survey-based introduction to the genres of Speculative (Science) Fiction and*

*Fantasy Literature.*”

This course serves as an introduction to classic and contemporary works of Speculative (Science) Fiction and Fantasy literature. Students will close read texts, analyze them, and explore connections between these texts, their respective genres, and the cultural issues the respond to/address. Students will also write analytical essays and responses on the texts covered in the course and pursue an independent research project.

Goals and Objectives:

<b>Learning Objective</b>	<b>Measured By</b>
Students will critically analyze Speculative and Fantasy genre texts.	Assessment of discussion/response assignments, Assessment of formal course papers.
Students will explicate connections between course texts and cultural issues.	Assessment of discussion/response assignments, Assessment of formal course papers.
Students will use interpretive frameworks to analyze literary texts in a variety of genres.	Assessment of discussion/response assignments, Assessment of formal course papers.
Students will demonstrate their ability to synthesize complex literary analyses using course texts, interpretive frameworks and the work of other critics.	Assessment of discussion/response assignments, Assessment of formal course papers.

Method of Instruction:

As this is an online course, the vast majority of work and interactions will occur using GBC’s WebCampus system. Each week, on Tuesday at 12:00 a.m., I will open a new weekly module that will contain a list of assignments and all the needed materials to complete the work for the upcoming week (in most circumstances, all work for a given week will be due the following Monday by 11:59 p.m.). In general, each week you will be asked to read the materials I post, view my weekly video lecture, complete the week’s discussion board assignment and/or submit larger course papers. At times, you will also be expected to interact with other students on the discussion board and in online peer writing reviews for our researched papers. Any student needing additional assistance is more than welcome to contact me with questions via e-mail, by phone, during my office hours or by appointment.

Course Assignments:

To demonstrate achievement of goals and objectives, students will complete a variety of course assignments including:

- **Discussion/Response Assignments** that address course readings. Each student is allowed to skip two Discussion/Response assignments without penalty.
- **A Mid-term Paper** presenting a researched literary analysis/argument of one or more of the texts addressed in the first half of the course.
- **A Final Paper** that presents a longer, complex literary argument about a course text or texts of the student's choosing that draws on critical perspectives and discourse. Students are required to submit a proposal for their chosen topic.

I will give you a handout for each formal assignment in the course detailing what is expected of you along with a rubric explaining how I'll grade the assignment. I'm not in the business of confusing or mystifying students in regards to my expectations, and I'll make every possible effort to make them clear to you.

In addition to completing course projects, students are expected to revise, reconsider, re-imagine and revamp their work throughout the semester. Successful writers are rarely, if ever, focused on perfection but almost always concerned with improvement. At the end of the semester, students will have the opportunity to re-submit a revised mid-term paper for additional points.

#### Grades:

I grade on a point system in which each formal assignment is worth a set number of points. The point breakdown is as follows:

Discussion/Response Assignments:	400 Points
Mid-term Paper:	200 Points
Final Paper:	400 Points

Your final grade for the course is the sum total of your points translated to a letter grade by the following scale:

A	1000-900
B	899-800
C	799-700
D	699-600
F	599 or Below

If you ever have any questions or concerns about a grade you've received in my course, feel free to express your concern via e-mail or by setting-up an appointment with me to discuss it. I do ask that you wait 48 hours after receiving a grade before approaching me about a grade concern; take some time to cool off, consider my comments, and consider your thoughts on those comments so that we can discuss the matter in a productive mindset.

#### Other Policies and Concerns:

*The Rule of Three:*

In event you have any questions about the course, I am happy to answer them, but I do ask that, before asking a question, you make certain it isn't a question I have already answered elsewhere. For this reason, before you e-mail me a question, please make sure the information isn't:

1. On the syllabus.
2. On the assignment sheet for a given project.
3. Discussed in detail in lecture.

It's your responsibility to pay attention to course documents and materials, so make sure you have consulted them for things like due dates before contacting me.

*Late Work and Extensions:*

As a matter of professionalism and responsible behavior in general, you are expected to submit assignments on time and in the method described on the assignment sheet. If an assignment will be late, you should try to arrange for an extension in advance or let me know as soon as possible when I can expect the assignment. I make no promise to grade late assignments (any assignment submitted after its due date will, at least, receive fewer points) and I especially make no promise to grade them in a timely manner; by default, late assignments go to the bottom of my (often large) grading pile. Any assignment submitted more than a week after the due date will receive an automatic zero, unless arrangements have been made with the instructor to submit the assignment for credit. Discussion/Response Assignments cannot be submitted late.

*Academic Honesty:*

As this course is designed to prepare students to write independently in their future courses as well as in their careers, it is of the utmost importance that the work you submit for this course is your own, and that you adhere to the academic policies set out in the GBC Student Conduct Policy found at [http://www.gbcnv.edu/rights\\_responsibilities/conduct.html](http://www.gbcnv.edu/rights_responsibilities/conduct.html). Cheating, plagiarism and passing off another's work/writing as your own will be treated as a violation of academic honesty standards, and the consequences may include loss of credit on an assignment, and, in cases of repeated offenses, loss of credit for the course. Cases of academic dishonesty will be handled with respect to the circumstances surrounding them, the degree of infraction, etc. etc. In general, keep in mind that this course is focused on your understandings and learning, and I need to see your work to help you improve and learn.

*Accommodations for Students with Disabilities:*

Great Basin College is committed to providing equal educational opportunities to qualified students with disabilities in accordance with state and federal laws and regulations, including the Americans with Disabilities Act of 1990 and Section 504 of the

Rehabilitation Act of 1973. A qualified student must furnish current verification of disability. The Disability Services Office, located in Leonard Student Life Center, will assist qualified students with disabilities in securing the appropriate and reasonable accommodations, auxiliary aids, and services. For more information or further assistance, please call 775.753.2271.

*Academic Success Centers:*

GBC's Academic Success Center is a wonderful resource for any and all students in this course. The ASC offers live tutoring, as well as tutoring via E-mail and Skype free of charge for all students attending GBC. They can help you with specific writing concerns, generating ideas, organizing your writing, documentation and developing effective strategies for editing your writing. That said, *they will not proofread your essays for you*: view your work with a tutor as a chance to get an informed viewpoint on your writing and to develop your own skill as a critical reader of your work. Also, whenever you work with a tutor, make sure you provide them with any needed supporting documents such as the assignment sheet and rubric for the project, as these will help them better understand your writing task. I urge all of you to utilize the ASC, as even the most seasoned writers rely on effective readers to improve their work. Learn more about the ASC at <http://www.gbcnv.edu/asc/>.

*Campus Security:*

GBC is committed to the safety of our students and has a duty to promote awareness and prevention programs for violence on campus under the Jeanne Clery Act as well as the Campus SaVE (Sexual Violence Elimination Act) and VAWA (Violence Against Women Act), which are amendments to Clery. Acts of violence include, but are not limited to, sexual assault, domestic violence, dating violence, and stalking. Acts of violence can occur on the physical campus or centers of GBC in addition to field placement sites, clinical practice settings, and other places where college or class activities occur. As well, the online environment at GBC is considered a GBC site. If you experience any incidence where your safety has been threatened or violated, or if you feel threatened or harassed, immediately report this to me, any center director, faculty, or staff member, or directly to the Director of Environmental Health, Safety & Security(775.753.2115) or the Vice President for Student Services(775.753.2282).

*Inclusivity Statement:*

I'm of the mind that everyone deserves a learning environment that is welcoming and comfortable, and, for this reason, I strive to create educational communities in which everyone feels that they are a valued and respected contributor. In keeping with this policy, it is my responsibility to ensure that you are receiving the instruction and assistance you need, so, if you find yourself struggling with a particular assignment or the course in general, please let me know. I will do everything in my power to assist you and help you participate fully in the course. In addition, it is the responsibility of students in this course to behave respectfully toward one another in your interactions. Behaviors that



disrupt the learning of, offends, or causes discomfort to other students will not be tolerated in this course. Respect is the foundation of any community, and this one is no different.



# Course Articulation Form

Submitter Name:	<b>Dr. Joshua Webster</b>	Phone:	<b>(775) 753-2209</b>
Form Purpose:	<b>Add a course</b>		
Course:	<b>ENG 205</b>	Hours:	<b>45 lecture / 0 lab</b>
Departments Notified:	<b>Arts and Letters</b>		
Credits:	<b>3</b>	Grading Basis:	<b>A-F</b>
Repeatable:	<b>0 additional time[s]</b>		
Transferable:	<b>Transferable for an NSHE baccalaureate degree</b>		
Title:	<b>Introduction to Creative Writing: Fiction and Poetry</b>		
Catalog Description:	<b>A creative writing course designed to introduce students to the production of fiction and poetry.</b>		
Prerequisites:	<b>Must have completed ENG 101</b>		
Corequisites:			
Program Integration:	<b>Not a program requirement.</b>		
Comments:	<b>Course is an elective for the B.A. in English.</b>		

## Approval Signatures and Dates

\_\_\_\_\_  
 Dr. Joshua Webster Date

\_\_\_\_\_  
 Department Chair Date

\_\_\_\_\_  
 PeopleSoft/Catalog Administrator Date

\_\_\_\_\_  
 Faculty Senate Committee Chair Date

\_\_\_\_\_  
 Articulation Officer Date

\_\_\_\_\_  
 Vice President For Academic Affairs Date

\_\_\_\_\_  
 President Date

**INSTRUCTIONS:**

- A. This form must be completed for additions of all undergraduate courses, as well as changes to existing course prefixes, numbers, titles, and/or credits. In addition, this form is to be used for transfer status reviews.
- B. The form requires sign-off by the institutional curriculum committee chair.
- C. The course syllabus or course outline and the course description for a new or revised course must be attached.
- D. **Course Deletions:** As of July 1, 2014, a separate form is provided for course deletions. This form is no longer applicable. Course deletions do not require review by other NSHE institutions.
- E. Additions or changes submitted with this form may not be reflected in class schedules or catalogs until this form has been completed, submitted to System Administration, and the institution has received notification that the form has been accepted.

**SUBMITTING (ORIGINATING) INSTITUTION CONTACT INFORMATION** (for institution requesting course approval)

**Institution:** Great Basin College **Date:** 2/6/2016

**Curriculum Committee Chair:** Signature indicates approval:  
 \_\_\_\_\_ **Date:** 2/6/2016  
 Signature of Curriculum Committee Chair

**Contact Person:** Dr. Josh Webster **Phone #:** (775) 753-2209  
 (Name of individual submitting this form)

Josh Webster **E-mail address:** joshua.webster@gbcnv.edu  
 Signature (type name if e-mailing)

1) **In the boxes below, enter the new or changed course information for the course under review:**

Prefix	Course #	Course Title	Credits
ENG	205	Introduction to Creative Writing: Fiction and Poetry	3

**If this review proposes a change to an existing course, enter the information from the existing course:**

Prefix	Course #	Course Title	Credits

2) **Does your institution want this course to be transferrable?**

Yes [ X ] No [ ] N/A [ ]

3) **Check the appropriate box below for the addition of a new course or change to existing course prefix, number and/or title:**

- Discipline or prefix is found in the CCN master file, however **both** course # and title are not (if you check this box, skip to question 4)
- Discipline or prefix is NOT found in the CCN master file  
 This discipline is unique to your institution or it has not been common course numbered previously.  
 (if you check this box, skip to question 4)
- Discipline or prefix is found in the CCN master file; either course # or course title is also found in the CCN master file.  
 Another institution already offers this course; course # and title must be identical with existing course.  
 (if you check this box, skip to question 5)

4) **Is this a new course proposed by a community college that requires a transfer status review by the universities and state college?**

(Community colleges may utilize a B suffix for course numbers to alert students that the course may be non-transferable for a baccalaureate degree. [Title 4, Chapter 14, Section 16].)

Yes [ ] No [ ] If Yes, this section must be completed by university and state college registrars:

**Course Transfer Status**

Board of Regents Policy, Title 4, Ch. 14, Section 16 provides that the “B” designator may be used for courses designated non-transferable from a community college to a university or state college. The universities or state college, as applicable, must provide written justification for all courses determined to be non-transferable.

A course approved for transfer at one university will automatically count as elective at the other university.

UNLV Evaluation	UNR Evaluation	NSC Evaluation
<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number	<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number	<input type="checkbox"/> Non-transferable <input type="checkbox"/> Elective <input type="checkbox"/> Equivalent _____ Course prefix & number
Approval (Print Name & Title)	Approval (Print Name & Title)	Approval (Print Name & Title)
Signature (type name if e-mailing)	Signature (type name if e-mailing)	Signature (type name if e-mailing)
Date	Date	Date

5) In order for a course to be assigned a common course number, all institutions that offer the discipline in which the proposed course resides must agree that at least 80% of the content of the proposed course is common based on a review of current and pending courses within the NSHE. **Every institution must be contacted.**

In the space provided below, record the contact name at each institution, date of contact and review status in the spaces provided. The point of contact noted below **must be the academic administrator over the discipline at each institution or the registrar or institutional designee if there is no academic administrator for the discipline.** Under the Agree column, a “yes” indicates that the respective contact person reviewed the course content and agrees that it is at least 80 percent common and may receive a common course number. A “No” indicates that at least 80 percent of the course content is not common at the reviewing institution. An “NA” indicates the discipline is not offered at the institution. Any form submitted with one or more “No’s” will be referred to the System-wide Discipline Committee for review.

**Institutional Contact List** (tracking responses via e-mail is recommended)

<u>Institution</u>	<u>Campus Contact Name &amp; Phone Number</u>	<u>E-Mail Address</u>	<u>Date</u>	<u>Agree</u>
UNLV	_Alejandro Chacon_____	_alejandro.chacon@unlv.edu_	_____	Yes/ No / NA
UNR	_Melisa Choroszy_____	_choroszy@unr.edu_	_____	Yes / No / NA
NSC	_Adelfa Sullivan_____	_Adelfa.Sullivan@nsc.edu_	_____	Yes / No / NA
CSN	_Pat Zozaya_____	<a href="mailto:pat.zozaya@csn.edu">pat.zozaya@csn.edu</a>	_____	Yes / No / NA
GBC	_Janice King_____	_janice.king@gbcnv.edu_	_____	Yes / No / NA
TMCC	_Andy Hughes_____	_ahughes@tmcc.edu_	_____	Yes / No / NA
WNC	_Dianne Hilliard_____	_dianne.hilliard@wnc.edu_	_____	Yes / No / NA

**Note:** If a response is not received from an institutional contact within 10 business days of submitting a request, please circle the name of the institution and response will be assumed to be “yes.” **[Not applicable May 15 – Aug. 15, Dec. 15 -Jan. 20]**

**Common Course Numbering Additions and Changes Form**  
**Nevada System of Higher Education**  
**Department of Academic and Student Affairs (Effective July 1, 2014)**

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If you have any questions regarding common course numbering procedures or the completion of this form, contact Janet Stake (janet\_stake@nshe.nevada.edu) at System Administration (Phone: 775-784-3445; Fax: 775-784-1127).

Completed forms may be mailed, emailed, or faxed to Janet Stake at:  
Academic and Student Affairs  
2601 Enterprise Road  
Reno, Nevada 89512

**System Use Only:**

Date Received: \_\_\_\_\_

All Criteria Met? Yes [ ] No [ ]      Date Referred to System-wide Discipline Committee: \_\_\_\_\_

Date Campus Contacts Notified: \_\_\_\_\_

Date Master File Updated: \_\_\_\_\_

Reviewed by Vice Chancellor for Academic Affairs or Assistant Vice Chancellor for Academic Affairs:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Introduction to Creative Writing: Fiction and Poetry

ENG 205, Section 1001, Web-Based

3 Credits

Fall 2016

Great Basin College

1500 College Parkway

Elko, NV 89801

(775) 748-8953

<http://www.gbcnv.edu>

*Instructor:* Dr. Josh Webster  
*Office Hours:* Monday and Wednesday 12 to 2, Tuesday 3 to 5  
and by appointment.  
*Office Location:* McMullen Hall 132, Elko Campus  
*Phone:* 753-2209 (I am best contacted via e-mail)  
*E-mail:* [joshua.webster@gbcnv.edu](mailto:joshua.webster@gbcnv.edu) or via Web Campus  
e-mail. Please note that I check and respond to  
e-mail on weekends and weekday evenings  
sporadically, if at all.  
*Skype Name:* drjoshwebster

*“Creativity is for people with glasses who like to lie.”*

*--Ron Swanson (Nick Offerman), Parks and Recreation*

## Required Texts and Materials:

- *On Writing: A Memoir of The Craft* by Stephen King
- *Wonderbook: The Illustrated Guide to Creating Imaginative Fiction* by Jeff Vandermeer
- *A Poetry Handbook* by Mary Oliver
- *The Book of Forms: A Handbook of Poetics* by Lewis Putnam Turco
- Regular access to WebCampus via the Internet.

## Course Description:

As stated in the *2016-2017 General Catalog*, this course focuses on:

“A creative writing course designed to introduce students to the production of fiction and poetry.”

Essentially, this course is focused on the production of fictive works of literature and poetry. Our main goal in this course is to help the individual writers in our class craft stronger work that better expresses their ideas and visions by exposing them to a broad range of fictive and poetic writing techniques and exercises designed to expand the

writer’s understanding of his or her craft. We will also strive to become critical and supportive readers of other’s work, and develop skills in reading literature from the perspective of craft (i.e. learning how writers read other writers).

Goals and Objectives:

<b>Learning Objective</b>	<b>Measured By</b>
Students will produce fictive and poetic works of various lengths and genres.	Course projects, end of semester portfolio, weekly writing exercises.
Students will demonstrate an understanding of and develop their own creative writing process.	Course projects, end of semester portfolio, weekly writing exercises, participation in writing workshops.
Students will demonstrate an understanding of fictive writing techniques including point of view, characterization, setting, narrative structure, plot development and language use.	Course projects, end of semester portfolio, weekly writing exercises, participation in writing workshops.
Students will demonstrate an understanding of poetic techniques including meter, verse and poetic forms.	Course projects, end of semester portfolio, weekly writing exercises, participation in writing workshops.
Students will learn to read fiction and poetry from the perspective of craft and provide useful criticism/feedback on the work of other writers.	Participation in writing workshops, participation in-class discussions.
Students will participate in the creative writing workshop.	Participation in writing workshops.

Method of Instruction:

As this is an online course, WebCampus will serve as our classroom this semester. Each week on Tuesday at 12:00 a.m., I will open up a module for the current week that will provide you with information on all the assignments, readings, lectures and tasks you are expected to address prior to the following Monday at 11:59 p.m. Each week, students can expect to watch the week’s lectures (lectures for this course will be taken from the face-to-face version of the class I will be teaching in conjunction with the online course and will post on Tuesday and Thursday, respectively), complete freewriting/writing exercises, complete course projects, complete assigned readings, and complete writing workshop tasks.

Course Assignments:

To demonstrate achievement of goals and objectives, students will complete a variety of course assignments including:

- **Writing Exercises:** Each student will keep a workbook online where the student will complete assigned writing exercises (and any unassigned ones they choose to include) that may be used to generate material for course projects. The student can rest comfortably knowing that the instructor will not read these writings in particular detail, as these exercises/freewrites are meant to serve the writer (as Neil Gaiman once said, the joy of a first draft is no one but you will ever read it).
- **Writing Projects:** Various projects in the semester will require students to submit fiction and poetry work to the course for workshop, revision and grading.
- **Writing Workshop Responses:** Each student will be asked to write short responses to the work of other students as well as contribute to classroom writing workshops.
- **Final Portfolio:** In lieu of a final, each student will submit at least three significantly revised course projects (at least one fiction piece and two poems) that demonstrates their development as a writer/their best work in the course.

### Grades:

I grade on a point system in which each formal assignment is worth a set number of points. The point breakdown is as follows:

Writing Exercises:	200 Points
Writing Workshops:	200 Points
Writing Projects:	400 Points
Final Portfolio:	200 Points

Your final grade for the course is the sum total of your points translated to a letter grade by the following scale:

A	1000-900
B	899-800
C	799-700
D	699-600
F	599 or Below

If you ever have any questions or concerns about a grade you've received in my course, feel free to express your concern via e-mail or by setting-up an appointment with me to discuss it. I do ask that you wait 48 hours after receiving a grade before approaching me about a grade concern; take some time to cool off, consider my comments, and consider your thoughts on those comments so that we can discuss the matter in a productive mindset.

### Other Policies and Concerns:

*The Rule of Three:*



In event you have any questions about the course, I am happy to answer them, but I do ask that, before asking a question, you make certain it isn't a question I have already answered elsewhere. For this reason, before you e-mail me a question, please make sure the information isn't:

1. On the syllabus.
2. On the assignment sheet for a given project.
3. Discussed in detail in lecture.

It's your responsibility to pay attention to course documents and materials, so make sure you have consulted them for things like due dates before contacting me.

*Late Work and Extensions:*

As a matter of professionalism and responsible behavior in general, you are expected to submit assignments on time and in the method described on the assignment sheet. If an assignment will be late, you should try to arrange for an extension in advance or let me know as soon as possible when I can expect the assignment. I make no promise to grade late assignments (any assignment submitted after its due date will, at least, receive fewer points) and I especially make no promise to grade them in a timely manner; by default, late assignments go to the bottom of my (often large) grading pile. Any assignment submitted more than a week after the due date will receive an automatic zero, unless arrangements have been made with the instructor to submit the assignment for credit.

*Academic Honesty:*

As this course is designed to prepare students to write independently in their future courses as well as in their careers, it is of the utmost importance that the work you submit for this course is your own, and that you adhere to the academic policies set out in the GBC Student Conduct Policy found at [http://www.gbcnv.edu/rights\\_responsibilities/conduct.html](http://www.gbcnv.edu/rights_responsibilities/conduct.html). Cheating, plagiarism and passing off another's work/writing as your own will be treated as a violation of academic honesty standards, and the consequences may include loss of credit on an assignment, and, in cases of repeated offenses, loss of credit for the course. Cases of academic dishonesty will be handled with respect to the circumstances surrounding them, the degree of infraction, etc. etc. In general, keep in mind that this course is focused on your writing and your development, and I need to see your work to help you improve and learn.

*Accommodations for Students with Disabilities:*

Great Basin College is committed to providing equal educational opportunities to qualified students with disabilities in accordance with state and federal laws and regulations, including the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. A qualified student must furnish current verification of disability. The Disability Services Office, located in Leonard Student Life Center, will assist qualified students with disabilities in securing the appropriate and reasonable

accommodations, auxiliary aids, and services. For more information or further assistance, please call 775.753.2271.

*Academic Success Centers:*

GBC's Academic Success Center is a wonderful resource for any and all students in this course. The ASC offers live tutoring, as well as tutoring via E-mail and Skype free of charge for all students attending GBC. They can help you with specific writing concerns, generating ideas, organizing your writing, documentation and developing effective strategies for editing your writing. That said, *they will not proofread your essays for you*: view your work with a tutor as a chance to get an informed viewpoint on your writing and to develop your own skill as a critical reader of your work. Also, whenever you work with a tutor, make sure you provide them with any needed supporting documents such as the assignment sheet for the project, as these will help them better understand your writing task. I urge all of you to utilize the ASC, as even the most seasoned writers rely on effective readers to improve their work. Learn more about the ASC at <http://www.gbcnv.edu/asc/>.

*Campus Security:*

GBC is committed to the safety of our students and has a duty to promote awareness and prevention programs for violence on campus under the Jeanne Clery Act as well as the Campus SaVE (Sexual Violence Elimination Act) and VAWA (Violence Against Women Act), which are amendments to Clery. Acts of violence include, but are not limited to, sexual assault, domestic violence, dating violence, and stalking. Acts of violence can occur on the physical campus or centers of GBC in addition to field placement sites, clinical practice settings, and other places where college or class activities occur. As well, the online environment at GBC is considered a GBC site. If you experience any incidence where your safety has been threatened or violated, or if you feel threatened or harassed, immediately report this to me, any center director, faculty, or staff member, or directly to the Director of Environmental Health, Safety & Security(775.753.2115) or the Vice President for Student Services(775.753.2282).

*Inclusivity Statement:*

I'm of the mind that everyone deserves a learning environment that is welcoming and comfortable, and, for this reason, I strive to create educational communities in which everyone feels that they are a valued and respected contributor. In keeping with this policy, it is my responsibility to ensure that you are receiving the instruction and assistance you need, so, if you find yourself struggling with a particular assignment or the course in general, please let me know. I will do everything in my power to assist you and help you participate fully in the course. In addition, it is the responsibility of students in this course to behave respectfully toward one another in your interactions. Behaviors that disrupt the learning of, offends, or causes discomfort to other students will not be tolerated in this course. Respect is the foundation of any community, and this one is no

different. This is especially true in this course. Sharing one's writing can be difficult for a writer, and any cruel or disparaging comments will not be tolerated.