

## **SYLLABUS and POLICIES for ENGL 5397.066**

Professor Catherine Ross

Course Title: Guided Integrated Study

Course Number and Section: ENGL 5397.066

Scheduled Class Days and Times: Online

Instructor Name: Catherine Ross

**Zoom link for online meetings:**

<https://uttyler.zoom.us/j/9035667275> **Links to an external site.** (Meeting ID: 903 566 7275)

Office Location: CAS 242

Phone Number: 903-520-5492 (text w/ your name)

Email: cross@uttyler.edu

Best way to contact: email.

Office Hours: MW 2-4 PM and by appointment

### **ENGL 5397 Guided Integrative Study Mandatory Course for All Students Seeking a Master's Degree in English Policies and Procedures**

- 1.1. Eligibility.** When a graduate student has completed a minimum of twenty-seven (27) hours for the non-thesis option or twenty-four (24) hours for the thesis option in the Master of Arts program in English at UT Tyler, the student becomes eligible with permission of the graduate advisor or or department chair, to enroll in ENGL 5397 Guided Integrative Study (GIS). Successful completion of the GIS requires a substantive and polished course paper (sec. 2.6), an accompanying annotated bibliography (sec. 2.5) a succinct paper proposal (sec. 2.3), a historical-bibliographical essay (sec. 2.3), a written exit examination covering a specified area of concentration (sec. 2.7), and submission of a course portfolio (sec. 4.1). For the thesis-track student, the GIS research topic may be directly related to the thesis topic and will contribute to completion of requirements for ENGL 5396 Thesis II. Each component of the GIS is described in greater detail below.
- 1.2.** Upon successful completion of ENGL 5397 in combination with all other requirements enumerated in the UT Tyler catalog, a student is eligible to receive the M.A. degree in English.
- 2.1. Area of interest and selection of committee members.** During the semester prior to enrolling in ENGL 5397, the student may select to expand a course paper completed in a previous English graduate class, use a course paper in progress, or propose a topic that integrates coursework from previous graduate English courses. Based on his or her selected research focus, the student should select one qualified graduate faculty as director for the GIS and a second qualified faculty member as a reader for the exit examination and the course paper. A student wishing to write a thesis should select a GIS director and reader who have achieved the status of Research Faculty since the GIS director and reader may then also serve as part of that student's thesis committee. An addendum to this document contains a listing of eligible faculty members and their areas of specialization
- 2.2. Reading list.** During the semester before beginning ENGL 5397, the prospective GIS student will submit a tentative reading list of approximately twenty (20) literary works related to the intended area of research and study. The reading list should exhibit an appropriate balance of primary and secondary works, which may include but are not limited to poems, short stories, essays, novels,

plays, biographies, historical documents, theoretical treatises, and applied criticism in the form of books, book chapters, and/or scholarly articles. This list will lay the groundwork for the longer annotated bibliography required for the course.

- 2.3. Paper Proposal.** During the first two weeks of the GIS semester, submit a short paper proposal/plan (of approx. 250-500 words) for developing a GIS course paper if you are expanding and refining a seminar paper from a previous graduate course OR submit a brief paper proposal/plan for composing an original paper if you elect to write a new paper based on previous graduate English coursework rather than expand an earlier paper.
- 2.5. Annotated bibliography.** No later than the fifth week of the semester or at a time specified by the GIS director in consultation with the student, the student will submit a working annotated bibliography of at least twenty-five (25) sources, including primary sources and applied criticism consisting of books, book chapters and/or scholarly articles.
- 2.5. Historical-bibliographical essay.** No later than the seventh week of the semester or at a time specified by the GIS director in consultation with the student, the student will submit an eight to ten page draft of a historical-bibliographical essay that describes how critical approaches to the student's chosen research topic have developed over time.
- 2.6. Course paper.** Within the first two weeks of the semester of GIS enrollment or at a time specified by the GIS director in consultation with the student, the student will submit a brief plan for expanding the GIS course paper if developing a seminar paper from a previous or in-progress graduate course OR a brief plan for completing an original paper if electing to write a new paper based on previous graduate English coursework instead of expanding an earlier paper. For non-thesis-track students, the plan focus is a course paper or at least twenty (20) pages, excluding extraneous matter such as a preface, graphics, appendices, and/or the Works Cited page. For thesis-track students, the plan focus is the development of a substantive draft of at least twenty (20) pages of a thesis draft to be refined and expanded as a requirement for ENGL 5396 Thesis II. Electronic copies of the finalized GIS paper or thesis draft must be submitted to the GIS director by 5:00 p.m. Friday of the fifteenth week of the semester or at a time specified by the GIS director. The director is responsible for providing a copy of the completed paper to the GIS reader.
- 3.1. Examination—preliminary prompts.** No later than the tenth week of the semester or at a time specified by the director in consultation with the student, the student should submit a preliminary draft of five self-generated examination prompts/questions that complement the focus of the course paper, with particular attention being paid to works on the annotated bibliography. These prompts/questions, when refined and approved by the director, will become the subject pool for the take-home GIS exit examination.
- 3.2. Approval to sit for examination.** If the student has met the prerequisites, the director will approve the student to begin the exit exam on Friday of week thirteen (spring semester) or of week twelve or fourteen (fall semester). Students who have not meet the prerequisites for the examination may compose a written request to the GIS director and the English graduate director to take the examination during week the examination week of the following semester. (See fn 1.)
- 3.3. Examination—refined prompts.** By week eleven, the director, in consultation with the student, should have produced the final draft of five (5) potential prompts/questions for the take-home exit examination. From these prompts/questions, the director will select two (2) prompts to be submitted to the student on the day of the exam. The student will select one (1) of the two (2) prompts as the subject of his or her essay response.
- 3.4. Examination—administration.** At 5:00 p.m. on Friday of week 13 (spring semester) or 5:00 p.m. on week 12 or 14 (fall semester) (see fn. 1), a copy of the take-home essay exam will be distributed to the qualifying student with instructions to submit the completed exam to the GIS director by 8:00 a.m. the following Monday (see fn. 2). The director will forward a copy of the completed

examination to the reader. The essay prompt, generated by the student's director from the finalized list of five (5) exam prompts/questions, will require the student to demonstrate a strong knowledge base in his or her area of concentration and mastery of higher level thinking skills, addressing cultures, periods, genres, and/or critical theories and applied criticism as appropriate. The essay response should be typed on standard 8-1/2" x 11" paper, double-spaced, with 1" margins and 12 point Arial or Times New Roman font. The completed exam should be no less than eight (8) and no more than twelve (12) pages.

- 3.5. Examination – Evaluation.** In consultation with each other, the director and the reader will award the examination a high pass, pass, low pass, or fail. In the event of discrepancy between the GIS director's and the reader's evaluations of the exit examination and/or the course paper, the GIS director will make the final grade determination. If the discrepancy in evaluation is significant and difficult to resolve, upon the notification and written consent of the GIS student, the English graduate committee may be asked to meet to assess the exam and/or GIS paper and to make the grade determination.

- 4.1. GIS portfolio.** At a time specified by the GIS director but not later than the last day of finals' week, the student will submit to his or her GIS director and to Director of English Graduate Studies at englishma@uttyler.edu a clean, electronic copy of the GIS Portfolio containing the following items:

Brief GIS Paper Proposal	
Annotated bibliography	15% of ENGL 5397 grade
Historical-bibliographical essay	15% of ENGL 5397 grade
Exit examination and five exam prompts	30% of ENGL 5397 grade
GIS paper or thesis draft	40% of ENGL 5397 grade
Other materials if requested by the GIS director	

- 5.1 Failure to successfully complete the GIS.** A student who (a) does not meet the prerequisites to take the exit exam, or (b) who fails the exit exam, or (c) who passes the exit exam but fails the course due to a poor quality course paper or a low course grade average, or (d) does not complete the course for good reason may be assigned an "I" (Incomplete) for the course at the discretion of the GIS director in agreement with the GIS reader. The student should make every attempt to successfully complete the GIS during the long semester immediately following the assignment of an Incomplete. The student has no more than two (2) long semesters or one (1) year to successfully complete the GIS course. Failure to do so within the allocated time frame will result in an automatic "F".

- 6.1 Committee guidelines.** Within the broad guidelines for successful completion of ENGL 5397, a student's GIS director has the authority to modify particulars that include but are not necessarily limited to submission timeline, submission sequence, bibliographic content, and composition of reading list. Significant departures from the stated requirements must be reviewed and sanctioned by the English graduate committee and receive final approval of the department chair.

### Timeline of Assignments

Below you will find a timeline with the deadlines for all of the assignments to be included in your GIS portfolio:

---

#### Assignments

- 1. Research Plan and Proposed Methodology** (approx. 500 words) **due** at the end of Week 2
- 2. Annotated Bibliography** (with at least 20 sources) **due** in Week 5
- 3. Historical-bibliographic Essay** (8-10 pages) **due** in Week 7

4. **GIS Paper:**
  1. **Draft** due in Week 10
5. **GIS Exam Prompts/Questions First Draft** due in Week 10
6. **GIS Exam Prompts/Questions Revised Draft** due in Week 11
7. **GIS Exam Weekend:** Week 12: Exam send to you on Friday, April 3 at 5 pm, Hand in date: Monday, April 6 at 8:00 am (CST)
8. **GIS paper and GIS Portfolio:** due in Week 15

For our specific course, we have the following **course schedule**:

Week	Dates	Assignments / Deadlines
Week 1	Jan 12–Jan 18	<b>Fri, Jan 16:</b> Discussion Topic – Proposal Discussion & Status Update due by 11:59 PM
Week 2	Jan 19–Jan 25	<b>Fri, Jan 23:</b> GIS Research Proposal due by 11:59 PM
Week 3	Jan 26–Feb 1	<b>Fri, Jan 30:</b> Discussion Topic – Annotated Bibliography Discussion & Status Update due by 11:59 PM
Week 4	Feb 2–Feb 8	—
Week 5	Feb 9–Feb 15	<b>Fri, Feb 13:</b> Annotated Bibliography due by 11:59 PM
Week 6	Feb 16–Feb 22	<b>Fri, Feb 20:</b> Discussion Topic – Historical-Bibliographical Essay Discussion & Status Update due by 11:59 PM
Week 7	Feb 23–Mar 1	<b>Fri, Feb 27:</b> Historical-Bibliographical Essay due by 11:59 PM
Week 8	Mar 2–Mar 8	—
Week 9	Mar 9–Mar 15	<b>No classes. Spring Break.</b>

<b>Week 10</b>	Mar 16– Mar 22	<b>Fri, Mar 20:</b> 5 Exam Questions – Draft due by 11:59 PM
<b>Week 11</b>	Mar 23– Mar 29	<b>Fri, Mar 27:</b> 5 Exam Questions – Approved Versions due by 11:59 PM Check on exam approval with your Director
<b>Week 12</b>	Mar 30– Apr 5	Write the GIS Exam (exam weekend: <b>April 4–5</b> )
<b>Week 13</b>	Apr 6– Apr 12	<b>Mon, Apr 6:</b> GIS Exam due by <b>8:00 AM</b> <b>Fri, Apr 10:</b> GIS Paper Draft (Optional) due by 11:59 PM
<b>Week 14</b>	Apr 13– Apr 19	—
<b>Week 15</b>	Apr 20– Apr 26	—
<b>Final Exams</b>	Apr 27– May 2	<b>Fri, May 1:</b> GIS Paper due by 11:59 PM GIS Portfolio to be graded by GIS Director due by 11:59 PM