

Communication: Maintaining constant, open lines of communication between students and instructors is key to a productive and enjoyable learning experience. For this reason, it is vital that you communicate with me as soon as possible about extenuating circumstances that affect your performance. I'm committed to help you navigate the course and succeed, but you have to reach out and keep me updated.

There are several ways in which communication will take place:

Email: Contact me at anarvaez2@utep.edu using your UTEP email. My response time for emails sent Monday through Friday 12-5pm is 48 hours; for emails sent on weekends, I will respond until the next day of business (i.e. Monday). Please **do not** use Blackboard messages. Note: As a UTEP alumna, I used to have a student email with the domain @miners.utep.edu, which was recently erased; however, to prevent any issues, the first time you write to me, please type my email as given and don't rely on the automatic feature of the electronic directory.

Announcements: I will send weekly communications through the Announcement tool in Blackboard. Please check your UTEP email often for that is where Blackboard announcements are sent instantly. You can also read my announcements by going to "Announcements" on Blackboard's left-side menu.

Office Hours: There are no set hours, so please schedule an appointment through email with at least one week of notice, and state your preference (virtual or in-person). The best time for me to meet in person is on Mondays after 1 pm at my office in University Towers 510 F; virtually, I can meet on Mondays and Wednesdays, after 1 pm as well.

Assignment Feedback: I will provide you with personalized commentary—written or recorded—on selected assignments through Blackboard, so make sure to check "My Grades." My response time for grading and feedback is within 1 week for short assignments and up to 2 weeks for longer assignments.

Late Work: I do not accept late work, unless there are extenuating circumstances, and only if the student contacts me through email within 48 hours before or after the assignment deadline.

Please keep in mind that technology is fallible, like all things man made. For this reason, avoid posting or uploading assignments at the last minute. As stated previously, if you encounter technological issues, please contact UTEP's [Help Desk](#) as soon as possible. If the issue is not fixed, then email the assignment as an attachment to anarvaez2@utep.edu to protect your grade.

Withdrawals: Each semester has a drop date beyond which an instructor can no longer drop a student with a "W." Students who fail to fulfill assignments after the drop date must necessarily receive an "F." However, in the event of exceptional circumstances, and with the approval of the instructor of the course and the academic dean, a grade of "W" may be obtained. The student is responsible for supplying written documentation to support the request for a

idea of how to use it to further their creative goals. For an introductory course, however, it's vital that students rely on their original ideas, process and creativity to generate creative work. The same policy applies to reading journals.

ADA: The Americans with Disabilities Act requires that reasonable accommodations be provided for students with physical, sensory, cognitive, systemic, learning, and psychiatric disabilities. Students who become pregnant or have parenting responsibilities may also request reasonable accommodations. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. The UTEP Center for Accommodations and Support Services (CASS) will process requests for accommodations based on a disability, pregnancy, or parenting. Contact the Center for Accommodations & Support Services (CASS) at (915)747-5148, email them at cass@utep.edu or apply for accommodations online via the CASS portal. The CASS office is located in Room 106, Union East. Students are responsible for presenting the instructor with any CASS accommodation letters and instructions.

Military Student Success Center: If you are a military student (veteran, dependent, active), consider visiting the Military Success Center at Library Room 205 or online at <https://www.utep.edu/student-affairs/mssc/>. Please inform me if you need special accommodations. If you make me aware of a complication, I will work to assist you or put you in contact with university staff who are trained to assist you.

Creative Writing Undergraduate Advising and Resources Webpage: Click [here](#) to find information about registration, advising, Wellness and Support Services, as well as Health and Covid-Related Services.

Calendar

This calendar is subject to change. I will notify you about changes with enough notice, except for family or health emergencies that affect my ability to communicate with you promptly. Please check Blackboard and your email often.

Week 1	
Introductions, Syllabus and Reading Poetry	
Tue 1/16	Introductions & Course Highlights Read Syllabus Explore Blackboard
Thurs 1/18	Read "How to Read a Poem" (Edward Hirsch) "Introduction to Poetry" (Billy Collins) Due by end of day on Bb

	<p>CE 1 Go to Blackboard>Weeks> Week 1> CE 1. (For the following CEs go to the corresponding week).</p>
<p>Week 2</p>	
<p>"Awful" poems and Imagery</p>	
<p>Due by Tue 1/23 @ 12 pm on Bb</p>	<ul style="list-style-type: none"> ○ RJ1 BB (Blackboard): Go to Blackboard> Weeks>Week 2> RJ1 BB + Response (For the following RJ BBs go to the corresponding week). ○ Syllabus Scavenger Quiz: Go to Blackboard> Weeks> Week 2>Syllabus Scavenger Quiz ○ Extra Credit Discussion Board: Go to Blackboard> Weeks> Week 2>Extra Credit: Tips from You!
<p>Tue 1/23</p>	<p>Read "Awful Poems" (Steve Kowitz)</p>
<p>Thurs 1/25</p>	<p>Read "Images" (Kim Addonizio and Dorianne Laux) "Dim Lady" (Haryette Mullen)</p>
<p>Week 3</p>	
<p>Imagery cont'd</p>	
<p>Due by Tue 1/30 @ 12 pm on Bb</p>	<ul style="list-style-type: none"> ○ CE 2 ○ RJ 2 BB
<p>Tue 1/30</p>	<p>Read "Gate C-22" (Ellen Bass) "Negative" (Kevin Young) "Elliptical" (Haryette Mullen)</p>
<p>Thurs 2/1</p>	<p>Read "Beneath Me" (Jericho Brown) "Family Stories" (Dorianne Laux) "Salvador" (Tim Z. Hernandez) "Move" (Lucille Clifton) "The Terrorist Shaved His Beard" (Christopher Soto) "We Die" (Carmen Tafolla)</p>
<p>Week 4</p>	
<p>Prosody (Musicality) in Free Verse Poetry</p>	
<p>Due by Tues 2/6 @ 12 pm on Bb</p>	<p>CE 3</p>
<p>Due on Tues or Thurs</p>	<p>RJ3 TK (Talk): Participate in class, no BB post due. Sign RJ TK sheet by the end of class to account for your participation.</p>
<p>Tues 2/6</p>	<p>Read Prosody handout "Line Breaks" (Steve Kowitz) "Paramour" (Rosa Alcalá)</p>
<p>Thurs 2/8</p>	<p>Read "Rhumba" (Rita Dove) "The Sawgrass Women Make Me Nervous" (Lauren Berry)</p>

	"The Moths" (Helena Maria Viramontes)
Thurs 3/21	Read "The Flowers" (Alice Walker) "My Tocaya" (Sandra Cisneros) "Disappearing" (Monica Wood) "El Gordo" (Jaime Cortez) "Corzo" (Brenna Gomez)

Week 10

Point of View

Due by Tues 3/26 @ 12 pm on Bb	<ul style="list-style-type: none"> o CE 6 o RJ6 BB o Extra Credit CE
Tues 3/26	Read "All at One Point" (Italo Calvino) "Hills Like White Elephants" (Ernest Hemingway) "Blackberries" (Leslie Norris)
Thurs 3/28	Read "Girl" (Jamaica Kincaid) "Powder Puff" (Estella Gonzalez)

Course Drop Deadline: Thursday, March 28

Week 11

Dialogue

Due by Tues 4/2 @ 12 pm on Bb	<ul style="list-style-type: none"> o CE 7 o Dialogue Rules Quiz o Extra Credit RJ
Due on Tues or Thurs	RJ7 TK
Tues 4/2	Read "Where Are You Going, Where Have You Been" (Joyce Carol Oates) "A Perfect Day for Bananafish" (J.D. Salinger)
Thurs 4/4	Read Dialogue Rules Handout Dialogue Clinic

Week 12

Verisimilitude & Deus Ex Machina

Tues 4/9	Read "Orange World" (Karen Russell)
Thurs 4/11	CE 8: Bring to class or to mailbox by 5 pm ! Attendance important: You will be meeting with your 2 small groups.

Week 13

Individual Conferences (Fiction)	
Tues 4/16	Individual Conferences: 11 students Due by end of day on Bb CE 9
Thurs 4/18	Individual Conferences: 10 students Due by end of day on Bb CE 9
Fri 4/19 @ midnight on Bb	Short Story for Small Group Workshop
Week 14	
Small Group Workshop (Fiction)	
Tues 4/23	Small Group Workshop
Thurs 4/25	Small Group Workshop
Week 15	
Revision, Final Portfolio & Poetry Factory	
Due by Tues 4/30 @ 12 pm on Bb	Feedback posts for 4 short stories
Tues 4/30	Discussion of Final Portfolio Requirements & Guidelines Read “And Furthermore, Part I: Door Shut, Door Open” (Stephen King)
Thurs 5/2	Class Review Activity (Bring your class notes!) Poetry Factory (class reading): Location and Time TBD
Week 16	
Finals Week	
Due by Tues 5/7 @ midnight	<ul style="list-style-type: none"> ○ Final Portfolio ○ Poetry Factory Video (individual)
Congratulations! You read this far 😊	Syllabus Scavenger Quiz’s Last Question due Tues 1/23 by start of class This syllabus has been revised specifically for this semester. Two former students gave me amazing feedback so the class could be better 🙌. Their names are Carlos and Dalia Please send good vibes their way ✨



