****

**WBU Online**

**School of Languages and Literature**

**Wayland Baptist University Mission Statement:** Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, and service to God and humankind.

**Course Name:** ENGL 3304.VC01 Advanced Grammar

**Term and Year:**

**Fall 2025**

**Full Name of Instructor:**

**Dr. Chloe Brooke**

**Office Phone and WBU Email Address:**

**brookec@wbu.edu**

**Office Hours, Building, and Location:**

Online and by appointment

**Class Meeting Time and Location**:

Online

**Catalog Description:** a study of the structure of the English language, with a focus on grammatical forms and functions within sentence structures.

**Prerequisite:** **Advanced standing**

**Required Textbook and Resources**:

*Understanding English Grammar.* Tenth Edition, edited by Martha Kolln, Loretta Gray, and Joseph Salvatore. Pearson, 2008. ISBN: 10:0-13-401418-9 ISBN 13: 978-0-13-401418-0

**Course Outcome Competencies** Upon the conclusion of this course, students actively engaged in learning will be able to:

1. Define grammar and various approaches to grammar.

2. Describe the English language, including the form and structure classes

3. Analyze and explain functional units of sentences.

4. Diagram sentences according to the Reed-Kellogg method.

5. Develop an understanding of written style and fluency in the English language

The more the student puts into the course, the higher his or her outcome competencies will be.

**Attendance Requirements**: As stated in the Wayland Catalog, students should make every effort to attend all class meetings.  All absences must be explained to the instructor, who will then determine whether the omitted work may be made up.  When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director.  Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course.  Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University’s attendance policy.

**Statement on Plagiarism and Academic Dishonesty**: Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

1. [Link to WBU’s Statement on Academic Integrity](https://www.wbu.edu/academics/writing-center/Academic%20Integrity%20Statement%20Pol%208.4.1%20Attch%20Oct%2020222.pdf)
   1. No use of any generative AI tools permitted.
      1. Students are required to create and produce all work themselves or with assigned group members. Any work submitted that has used an AI generative tool like ChatGPT will be in immediate violation of the academic integrity policies for the course and WBU.
      2. All assignments must be fully created, designed, and prepared by the student(s).
      3. Any work that uses generative AI will be treated as plagiarism.

**Disability Statement**: “In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university.  The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765.  Documentation of a disability must accompany any request for accommodations.”

**Attendance and Behavior Policy:** If any issues arise which affect attendance, unless circumstances make it impossible, students should contact the professor *prior* to missing class. Students are expected to be prepared and be engaged. This means that students do the required reading, writing, etc. from the assigned work as listed on the tentative schedule (below).  
Professionalism includes being respectful to peers and instructor. Students who are disrespectful may be dismissed from class.   
*Wayland’s catalogue states that students may fail a course if they miss 25% of class.*

**Email Expectations:** Students are expected to email their professor throughout the semester. When emailing, students must send professional emails. This means (unless it is an emergency) that students should send emails at appropriate times. Students should use a proper address at the beginning and state their concern in the email. It may be necessary to include what class the student is enrolled in or another explanation as to why he or she is emailing. Always remember to leave an email with your name/signature.

**Late Work Policy:** My late work policy is 10% off for each day that the assignment is late. If the assignment is due at 11:59 pm, and the assignment is submitted at 12:05 AM, the assignment is 10% reduced *from the grade earned.* After 10 days, the assignment cannot be made up and receives a 0. (\*This scenario applies to circumstances which are not excused and/or which the student has not made any communication with the professor.)

**Online Expectations:** Students are expected to check Blackboard every day. Students are expected to post original work using academic style. It is inappropriate to ignore formal rules of punctuation and capitalization as this is a space for academic work.

**Course Requirements and Grading Criteria:**

**Assignments:**

**Quizzes 15%**

**Weekly Journals 15%**

**Sentence Diagrams 10%**

**Exam 1 20%**

**Exam 2 (final exam) 20%**

**Grammar and Syntax Analysis Project 20%**

**Following statement must be included following Course requirements and grading criteria**:

**“Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”**

**Tentative Schedule**:

|  |  |
| --- | --- |
|  | Assignments |
| Week 1: August 11 | Read: Kolln Chapter 1 and Chapter 2  Topics: What is grammar?, Prescriptive versus descriptive grammar, the development of English, Caxton’s printing press, phonemes, morphemes, lexemes, word categories  Assignments: Introduction to simple diagrams; Quiz 1 due; Weekly Journal due; Diagram video 1 due |
| Week 2: August 18 | Read: Kolln Chapter 3 and Chapter 4  Assignments: Quiz 2 due; Weekly Journal due; Diagram Video 2 due |
| Week 3: August 25 | Read: Kolln Chapter 5 and Chapter 6  Assignments: Quiz 3 due; Weekly Journal due; Diagram Video 3 due |
| Week 4: September 1 | Read: Kolln Chapter 7 and Chapter 8  Topics: Introduction of Grammar and Syntax project  Assignments: Exam 1 due; Weekly Journal due; Diagram Video 4 due |
| Week 5: September 8 | Read: Kolln Chapter 9 and Chapter 10  Assignments: Quiz 4 due; Weekly Journal due; Diagram Video 5 due |
| Week 6: September 15 | Read: Kolln Chapter 11 and Chapter 12  Assignments: Quiz 5 due; Weekly Journal due; Diagram Video 6 due |
| Week 7: September 22 | Read: Kolln Chapter 13 and Chapter 14  Assignments: Quiz 6 due; Weekly Journal due; Diagram Video 7 due |
| Week 8: September 29 | Read: Kolln Chapter 15 and Chapter 16  Assignments: Grammar and Syntax Project due |
| FINALS WEEK | October 5th, Exam 2 (final) Due |