Virtual Campus
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 5102 VC01 - Comprehensive Exam

Term and Year: FALL 1-2024

Full Names of Instructors: Dr. Karen Beth Strovas, Dr. Erin Heath, and Prof. Ashley Edlin

Office Phone and WBU Email Address:
Dr. Karen Beth Strovas (806) 291-1114; StrovasK@wbu.edu
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Prof. Ashley Edlin (806) 291-1103; EdlinA@wbu.edu

Office Hours, Building, and Location: Online or by phone, email for appointment

Class/EXAM Meeting Time and Location: The Comprehensive Exam takes place near the end of the term, preferably in Week 7 for four hours, usually from 1:00-5:00 p.m. Students in the West Texas area may schedule to meet on the University's campus in Plainview, Texas.

> ****If a student is unable to travel to the Plainview campus** for the exam, the student may locate an eligible proctor and an alternate site closer to the student's home location or may use "Examity" or "Proctorio" through Blackboard.
>
> **Proctors must first be approved through the Virtual Campus process**—see here for details and form. **ALSO, the location, date, proctor, and proctor's phone number and official email address MUST be submitted to Dr. Strovas (StrovasK@wbu.edu) a minimum of two weeks prior to the exam date.** (If Dr. Strovas does not know of an approved proctor and a date, she cannot send the exam on time.)

Catalog Description: Written analytical essays in response to a minimum of three pre-selected texts. Required of all MA in English students. Note: Credit/No Credit grading scale. May be repeated one time.

Prerequisite: Completion of all required coursework, minimum of 24 graduate English hours.

Required Textbook and Resources –The Comprehensive Exam requires three literary texts (fiction, drama, and poetry); the first two are available through inclusive access and already programed as ebooks in your course Blackboard site. If you choose to opt out of inclusive ebook access, you will be responsible for purchasing or obtaining your texts elsewhere. The final text is a collection of open source poetry readings (see link inside course):

1. Williams, Tennessee. *A Streetcar Named Desire*. ISBN: 9780811220767 Available as an ebook through Inclusive Access inside Blackboard, but students may choose to purchase a physical copy.
2. Lahiri, Jhumpa. *Interpreter of Maladies.* HarperCollins. ISBN: 9780547487069 Available as an ebook through Inclusive Access inside Blackboard, but students may choose to purchase a physical copy.
3. Free, open-source poetry readings by John Donne (see download link inside course)

[NOTE: This course uses Inclusive Access, which provides a digital copy of the required textbook available on Blackboard on day one of class. The prices are very competitive with the market and are below the standard cost. If you choose NOT to participate in Inclusive Access, you MUST opt-out by the census date, or you will be charged, and refunds are not available. The price of the textbook will be billed to your student account. For the comp. exam, you are welcome to purchase these texts in print editions instead of digital if you have a preference to use print texts as your primary resources for the exam.]

In addition to the above texts, students must bring to the exam proof of identification in the form of an **official photo ID** (such as a driver's license or military ID).

Students should also bring at least one **blank flash or jump drive** so that they may periodically save written responses throughout the course of the exam. Once students complete the exam, they should print a hard copy and submit it, and an electronic version, to the proctor. A computer, printer, and paper are provided at the Plainview, Gates Hall location, and must also be available at each proctor site.

- If you complete the exam at an alternative approved site with an approved proctor (both of which must be finalized a minimum of two weeks prior to the exam date—see **blue type** above), the proctor is responsible for submitting a .docx or .pdf version of the completed exam to Dr. Strovas via email (StrovasK@wbu.edu) immediately upon completion. If proctor has access to WBU's ImageNow, they may also upload it there as well. The proctor should maintain both an electronic and a printed version of the final submission for at least two weeks following the completion of the exam.

Optional Materials:
- Students may choose to read secondary sources (significant journal articles or scholarly commentaries) related to the assigned texts above, but these secondary sources may <u>not</u> be consulted during the actual writing of the exam.
  *Only print, e-book, or digital versions of the primary texts/books/novels may be accessed during the exam period. Brief handwritten notes or tabs within print and e-book texts are permissible.
- Web/Internet and/or cell phone access is <u>not</u> permitted during the course of the exam aside from above-listed digital primary sources.

Course outcome competencies:
Upon the conclusion of this course, students actively engaged in learning at the graduate level will be able to:
1. analyze and synthesize information and/or themes, etc. located in the assigned texts
2. demonstrate mastery of writing skills
3. demonstrate the ability to write critically and stylistically under time limitations
4. present a well-organized and persuasive written argument that uses quoted, cited support from primary sources

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

Attendance Requirements:
Once an agreed upon date for the exam is set (this should happen early in the term), student(s) must commit to completing the exam on the specified date at the appropriate time. A "no-show" for the exam will prompt a grade of NCR (no credit) and necessitate the student to register for a subsequent term of ENGL 5102.

Statement on Plagiarism and Academic Dishonesty:
[Link to Statement on Academic Integrity](#) No form of cheating will be tolerated. Plagiarism—copying or purchasing someone else's words or ideas and presenting them as your own—is not only a form of cheating but also a serious academic offense. Plagiarism or related forms of cheating will result in a No-Credit (NC) on the work in question. An official report will also be filed with the VP of Academics. See the catalog for further information on the penalties of plagiarism.

1. No use of any generative AI tools permitted.
   a. 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.
   b. All assignments must be fully created, designed, and prepared by the student(s).
   c. 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 Disability Services Coordinator and Academic Coach serves as the coordinator of students with disabilities and must be contacted concerning accommodation requests (office (806) 291-1057. Documentation of a disability must accompany any request for accommodations.

Technical Aspects of the Course
If you encounter technical problems, find some assistance at [WBU Online](#) or [vcsupport@wbu.edu](#)
- You are encouraged to visit the [WBUonline Blackboard login page](#) as soon as possible and work through Blackboard Ultra tutorials are not familiar with how the service works.
- Make sure your browsers are up to date.

Course Requirements and Grading Criteria
As stated in the WBU Catalog:
Students in both tracks, thesis and non-thesis, must complete a comprehensive exam in their last one or two sessions of attendance. The exam requires students to familiarize themselves with specific texts from the current reading list and write analytical essays in response to questions related to those texts. A committee of three full-time English professors, selected by the dean of the school and approved by the full-time faculty, read and evaluate all comprehensive exams completed in a term.

Results of the comprehensive exam are "Credit/CR" or "No Credit/NCR."

*Students who receive No Credit on the first attempt may attempt the exam a second time in the next four sessions. Students who receive No Credit on the exam a second time, will not be allowed to take the exam without taking additional course work.

Grade Appeals
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.

Course Schedule/Outline:

Week 1:
- Access course in Blackboard and review syllabus, etc.
- Begin reading texts if you have not done so already.

Weeks 2-4:
- Continue reading and studying the texts.
- Perhaps meet (f2f or virtually) with other MAE comp exam takers to discuss texts.
- Locate a proctor and confirm with Virtual Campus. (See section in blue above.)

Week 5:
- Continue reading and studying the texts.
- Inform Dr. Strovas (StrovasK@wbu.edu) of proctor name, location, phone number, and email address *before* the end of week 5. (See section in blue above.)

Week 6-7:
- Continue reading and studying texts.
- Complete four-hour comp exam (at Plainview campus OR at personally scheduled time and location)

Week 8:
- Comp Exam scored by faculty, and evaluation results shared with students via Wayland email.

Reminders and Answers to Frequently Asked Questions:

- As stated above, the exam is traditionally set from 8:00 a.m.-12:00 p.m. or 1:00-5:00 p.m. but may use any four-hour block that is mutually agreeable for test taker and proctor; the maximum time allowed for exam completion is four hours.

- Bring an official photo ID, such as a driver's license or military ID, paper or approved digital or e-book copies of the texts, and a blank flash or jump drive to the exam. Save and/or print exam answers often.

- Students may create an outline or draft at the beginning of the exam if they choose to do so. Only the final version of each question needs to be submitted, and nothing other than brief marginal notes in hard copy texts (no pre-created outlines or drafts) may be brought to the exam.

- Any font that is grammatically correct (not all caps, not all italics, etc.) can be used. Font size 11-12 is recommended. Use standard English, typing, and documenting techniques to answer the questions as fully as possible in the time allotted. MLA in-text parenthetical citation style is recommended but not required. Be consistent in style.

- No required written length is set for the MAE comprehensive exam. However, we encourage students to aim for 3–4 double-spaced pages per question for a total of 9–12 double-spaced pages.

- Students will respond to three questions only—<u>one question per primary text</u>. Students' responses should demonstrate reading comprehension and close-reading analysis. The responses should include primary references to the text through direct quotation and paraphrase.

- No secondary sources, commentaries, or unapproved web sources may be accessed during the exam. Students may not access unapproved Internet, personal laptops, or cellular devices during the course of the exam.

- Students may leave the testing area to take short breaks, use the restroom, etc. Food and drink are also fine if allowed in that computer/testing area.

- Once students have completed all three essay questions of the exam (or have reached the end of the four-hour testing period), they must provide the proctor with an electronic version and printed version of the final answer to each question. *No extra time is allowed.

- Proctors are made aware of the fact that they are responsible for sending the electronic version to Dr. Karen Beth Strovas via email at the conclusion of the exam: <u>StrovasK@wbu.edu</u>, and print versions should be kept on hand at the proctor's location for two weeks in case of technical issues.

Late Update - KBS: 4/4/24