ENGL 1302-40320 Syllabus
Eastfield College

Instructor Information
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Office Location: C277
Office Hours: Times by appointment only – Remind text or email me for help.
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Course Information
Course Title: Composition II
Course Number: ENGL 1302
Section Number: 40320
Semester/Year: Spring 2020
Credit Hours: 3
Class Meeting Time/Location: 1:00 – 2:20 p.m.
Certification Date: 4/3/2020
Last Day to Withdraw: 5/4/2020

Course Prerequisites
Required: ENGL 1301

Course Description
Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. (3 Lec.) Coordinating Board Academic Approval Number 23.1301.51 12
Student Learning Outcomes
Upon successful completion of this course, students will:
1. Demonstrate knowledge of individual and collaborative research processes.
2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.
3. Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence.
4. Write in a style that clearly communicates meaning, builds credibility, and inspires belief or action.
5. Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.)

Texas Core Objectives
The College defines essential knowledge and skills that students need to develop during their college experience. These general education competencies parallel the Texas Core Objectives for Student Learning. In this course, the activities you engage in will give you the opportunity to practice two or more of the following core competencies:

1. Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. Communication Skills - to include effective development, interpretation, and expression of ideas through written, oral, and visual communication
3. Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
5. Personal Responsibility - to include the ability to connect choices, actions, and consequences to ethical decision-making
6. Social Responsibility - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

Required Course Materials
Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Graded Work
The tables below provide a summary of the graded work in this course and an explanation of how your final course grade will be calculated.

Summary of Graded Work

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Totals</th>
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<tbody>
<tr>
<td>Essays (1-3)-E 1-10%, E2 – 15%, E3-20%</td>
<td>45%</td>
</tr>
<tr>
<td>Journals (1-5) – 10% each</td>
<td>50%</td>
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<tr>
<td>Participation-5%</td>
<td>5%</td>
</tr>
</tbody>
</table>

TOTAL: 100%

Final Grade

<table>
<thead>
<tr>
<th>Percentages</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>90-100%</td>
<td>A</td>
</tr>
<tr>
<td>80-89%</td>
<td>B</td>
</tr>
<tr>
<td>70-79%</td>
<td>C</td>
</tr>
<tr>
<td>60-69%</td>
<td>D</td>
</tr>
<tr>
<td>0-59%</td>
<td>F</td>
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</tbody>
</table>

Description of Graded Work

WRITING EXPECTATIONS: Students will compose essays that adhere to grammatical and stylistic standards of academic American English and that follow Modern Language Association (MLA) style. Essays will need to adhere to stylistic, topic, and length requirements designated for each assignment. Essays will be graded according to students’ ability to follow specific assignment guidelines, grammatical instruction, and MLA style requirements.
• Essays and Rough Drafts:

Students will be required to write several essays during the course of the semester. Essays include in and out of class papers, peer reviews, and rough drafts. Unless otherwise directed, all essays must be in MLA format, typed, and double-spaced. Please use Times New Roman font. Word count varies depending on prompt. Final essays should be typed on one side. Please keep a copy of your drafts and final essay on a USB. Also keep a copy of each graded essay. Failure to follow directions will result in a zero (0). Third person pronoun will be used in all assignments only unless noted otherwise. Failure to follow directions will result in an automatic 50. DO NOT EMAIL Professor Buck ANY assignments. Any assignment emailed to me will result in a zero (0). Note: All drafts, including final, must be submitted when and as required in order to successfully complete this course. All drafts and final papers will be submitted to SafeAssign by the assigned due date and time. Failure to do so WILL result in a failing grade.

• Peer Reviews:

Completing a peer review shows that a student is able to critically analyze a peer’s work instead of just reading it and composing a restatement or summary. A peer review requires the student to explore a work while arguing to validate his/her response while answering the prompt and/or arguing for/against a peer’s work.

• Journals:

The journal shows that a student is able to critically analyze a work instead of just reading it and composing a restatement or summary. A journal requires the student to explore a work while arguing to validate his/her response while answering the prompt. Students will be required to write several arguments during the course of the semester. These journals are designed to allow students to critically respond to common book, assigned chapters, current events, etc. Responses are to be one full page, no less than one page in length, and in MLA format. These journals are essay format. Refer to the Journal Guidelines on eCampus. Failure to follow directions will result in a zero (0). DO NOT EMAIL Professor Buck ANY assignments. Any assignment emailed to me will result in a zero (0).

• Participation:

I measure class participation based on the following criteria: participating in class discussion over assigned readings, asking well-thought out questions over the assigned readings, paying close attention to emails from me and classmates, and directions; keeping a regular (1-2 emails or office visits a week) communication with me throughout the semester; your ability to be fully engaged in your learning. If you are unable to meet the above criteria, I will take away participation points throughout the semester. Keep in mind you start the semester with ALL your points, so don’t lose them!
• Rubrics

All assigned essays will be graded with a rubric. See in the Start Here! button for a copy of the rubric. Do not ask for your grade to be bumped. I do not round up grades.

Writing Expectations

Students will compose essays that adhere to grammatical and stylistic standards of academic American English and that follow Modern Language Association (MLA) style. Essays will need to adhere to stylistic, topic, and length requirements designated for each assignment. Essays will be graded according to students’ ability to follow specific assignment guidelines, grammatical instruction, collegiate writing, and MLA style requirements.

Late Work Policy

PARTIAL WORK AND RE-DOs:

Work partially done will automatically earn a zero, and there are NO re-do’s on ANY assignments.

LATE WORK: Deadlines are a part of the professional world and of life. All drafts, including final, must be submitted when and as required in order to successfully complete this course. All final papers will be submitted to Safeassign. Late work is NOT accepted despite technology difficulties. DO NOT EMAIL Professor Buck ANY assignments. Any assignment emailed to me will result in a zero (0).

*******Late assignments will not be accepted*******

Other Course Policies

ATTENDANCE: Attendance is mandatory. Because each class period will consist of a mixture of lecture, discussion, group work and free-writing, your thoughtful, attentive, and active participation is ESSENTIAL (and will form a portion of your grade). Be on time – class will start promptly at time stated on your schedule. Leaving early (without prior approval) will count as an absence.

Attendance is absolutely crucial to your success in ENGL 1302. I encourage you to come to every class meeting; otherwise, you will miss a great deal of information and material you need to succeed in this course. Therefore, there are no excused absences (emergencies will be considered on a case by case basis). Each student is allowed two (2) missed classes, no questions asked. Save them for when you really need them. Each ADDITIONAL absence above the noted two will cost you a full letter grade off your semester grade.

NOTE: If there is an assignment due the day you are absent, you are STILL responsible for turning in your assignment to me (by the due date stated in your daily calendar) in order to get credit for the assignment.

PUNCTUALITY: Constant tardiness to class is disrespectful to both your instructor and your peers. Persistently arriving late to class will affect your participation grade in the course. Two (2) tardies will
result in one (1) absence for the course; I will consider you absent if you arrive more than 15 minutes late to class. If an assignment is due the day you are tardy, you will earn a 10-point deduction off the assignment due for the first offense. Any offense after, you will earn a zero (0). If there is an assignment due (i.e. think pieces, essays, rough draft, etc) the day you are absent, you are still responsible for turning it on by the due date stated in the daily calendar. If you submit after the due date, your assignment will not be accepted. There are no make-up opportunities in this course.

PERSONAL COMMUNICATION DEVICES: Use of interactive technology is allowed only when it is required for the assignment, for contacting group members, or research. Place device in your belongings when not in use. Photos and video may not be taken in class without prior permission. Personal use only allowed outside the classroom. Cell phone use for the purposes of texting, email, or other social media NOT RELATED to the course is NOT permitted. Earphones for music are encouraged during writing work days, as long as the volume allows you to hear announcements.

CLASS PARTICIPATION: Your success in this course is a function of your level of engagement. I am interested in the quality of your remarks rather than the quantity. Please use your analysis of the readings, your weekly responses, and prior research and/or study when responding orally in class, and please be prepared to back up any points/opinions you make. Students will be responsible for completing peer review with other students in this course. I measure class participation based on the following criteria: participating in class discussion over assigned readings, asking well-thought out questions over the assigned readings, paying close attention to emails from me and classmates, and directions; keeping a regular (1-2 emails or office visits a week) communication with me throughout the semester; your ability to be fully engaged in your learning. If you are unable to meet the above criteria, I will take away participation points throughout the semester. Keep in mind you start the semester with ALL your points, so don’t lose them!

CLASSROOM ENVIRONMENT: The academic environment is a serious one and is not a “party” atmosphere. Students in this class are expected to behave with decorum and courtesy to the professor and to all their fellow course students. Bad and disrespectful behavior will not be tolerated. Students who choose to behave inappropriately will be dropped from the class and may not return until they have met with the professor to discuss inappropriate behavior and methods for improving in-class behavior. In addition, students exhibiting inappropriate behavior may be asked to drop the class.

Institutional Policies

Institutional Policies relating to this course can be accessed using the link below. These policies include information about tutoring, Disabilities Services, class drop and repeat options, Title IX, and more.

Eastfield Institutional Policies (http://www.eastfieldcollege.edu/syllabipolicies)

Course Schedule – Daily calendar will be provided on the first day of class.

10/21/19 Version