Instructor Information
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Course Information
Course Title: Composition I
Course Number: ENGL 1302
Section Number: 40329
Semester/Year: Spring 2020
Credit Hours: 3
Class Meeting Time/Location: 9:30 – 10:50 a.m. – C280
Certification Date: 4/3/2020
Last Day to Withdraw: 5/4/2020

Course Prerequisites
ENGL 1301

Course Format
This is a blended, 8-week course. Some course requirements will be completed in the classroom, and some will be completed online.

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 2313015112

Student Learning Outcomes
Upon the successful completion of this course, students will be able to:

1. Demonstrate knowledge of individual and collaborative research processes. Develop ideas with appropriate support and attribution.
2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays. Read, reflect, and respond critically to a variety of texts.
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. Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
4. Personal Responsibility - to include the ability to connect choices, actions, and consequences to ethical decision-making

Core Objective Development Statements
- ENGL 1302 demonstrates Communication by requiring students to produce a clearly written research-based argumentative/persuasive college-level essay.
- English 1302 demonstrates Critical Thinking by requiring students to use effective research strategies, in the evaluation of sufficient, reliable, evidence-based library information sources to be incorporated into a research essay.
- English 1302 students demonstrate Teamwork through peer editing and peer review of research essay drafts and through the collaborative exploration of English components including logic, ethics, merit, credibility, synthesis, grammar, punctuation, etc., prior to final essay submission.
English 1302 develops **Personal Responsibility** by requiring students to write multiple drafts, follow student codes of conduct in regards to plagiarism in the research essay writing process (e.g., summarizing, paraphrasing, directly quoting, parenthetical in-text citing, etc.), and to practice academic honesty as a standard for their academic rigor and a representation of themselves.

**Required Course Materials**

- **Supplies:** Pens, pencils, USB flash drive, earbuds, highlighters, notebook or loose leaf notebook paper, and internet access.

**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>
</tr>
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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>
</tr>
<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>
</tr>
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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>
</tr>
</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 11:59 p.m. CST on the assigned due date. 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 me to bump grades. I do not round up your grades.

**Attendance and Your Final Grade**

**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 1301. 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 three (3) missed classes, no questions asked. Save them for when you really need them. Each **ADDITIONAL** absence above the noted three 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 in order to get credit for the assignment.

**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. This is an online course, so you need to have technology, and 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*******

**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. Three (3) 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, your assignment will not be accepted. Quizzes: If you are late to class, you will not be able to have the allotted time that was given to the class from the beginning of the quiz. Also, if you miss the quiz, there is no make-up. You will earn a zero (0).

**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 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.

**Certification:** You must attend and participate in your on-campus or online course(s) in order to receive federal financial aid. Your instructor is required by law to validate your attendance in your on-campus or online course in order for you to receive financial aid. You must participate in an academic related activity pertaining to the course but not limited to the following examples: initiating contact with your instructor to ask a question about the academic subject studied in the course; submitting an academic assignment; taking an exam; completing an interactive video; participating in computer-assisted instruction; attending a study group assigned by the instructor; or participating in an online discussion board about academic matters relating
to the course. In an online course, simply logging in is not sufficient by itself to demonstrate academic attendance. You must demonstrate that you are participating in your online class and are engaged in an academically related activity such as in the examples described above. Failure to do so will prevent you from being certified and will affect your financial aid.

**Eastfield College Email Policy:** Legal privacy issues prevent your instructor from discussing your work or your grades on commercial e-mail accounts. If you wish to send assignments/drafts as attachments to an e-mail (and the instructor permits it), or if you have a question about your grade, you must open a student e-mail account. The account is free. You may set it up by going to http://www.dcccd.edu/MSOffice. All communication should be conducted through your official student email account.

**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 at the first day of class.**