

Angelina College – Liberal Arts Division
ENGL 1302 – Composition II
Instructional Syllabus / Spring 2018

I. BASIC COURSE INFORMATION

- A. 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. Three hours credit.
- B. INTENDED AUDIENCE:** Students who have successfully completed ENGL 1301 or its equivalent.
- C. INSTRUCTOR:** Libby Stapleton
Office Location: Hudgins Hall, Room 102D
Office Hours: Mondays and Wednesdays 8-9 a.m. and 11 a.m.-1 p.m.
Tuesdays and Thursdays 8-9 a.m.
Fridays 8 a.m.-4 p.m. by appointment
Phone: 936-633-5288
E-mail address: lstapleton@angelina.edu

II. STATEMENT OF PURPOSE: Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

- A. Core Objectives –**
- 1. Critical Thinking** – to include creative thinking, innovation, inquiry, 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
- B. Learning Outcomes for all sections** – Upon successful completion of this course, students will:
1. Demonstrate knowledge of individual and collaborative writing 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 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 the MLA style manual for this academic discipline.

III. ASSESSMENT MEASURES:

A. **Assessments for the Core Objectives –**

1. **Critical Thinking:** Students will read expository prose critically to distinguish between perception and inference, surface and implied meanings, fact and opinion. Students will formulate and develop arguments and critical theories about issues, argumentative prose, and literary interpretations. A rubric will be used to assess critical thinking skills as demonstrated through embedded questions on standardized exams.
2. **Communication:** Students will write researched essays and other written compositions. A rubric will be used to assess the effective development, interpretation, and expression of written essays.
3. **Teamwork:** Students will engage in teamwork exercises to assess each student's ability to consider different viewpoints and work toward a common goal. These exercises may include a mixture of peer editing in groups, group research projects, and group oral presentations of findings. A rubric will be used to assess teamwork as demonstrated through embedded questions on standardized exams.
4. **Personal Responsibility:** Students will be required to make choices in the composition of written assignments that demonstrate their ability to connect choices and actions, engage in ethical decision-making, and understand its consequences. A rubric will be used to assess personal responsibility as demonstrated through embedded questions on standardized exams.

B. **Assessments for the Course Learning Outcomes –**

1. Students will demonstrate knowledge of individual and collaborative research processes by engaging in a guided research project.
2. Students will demonstrate the ability to develop ideas and synthesize primary and secondary sources within focused academic arguments by preparing a major research paper over a literary topic.
3. Students will demonstrate the ability to analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence by preparing a researched essay that requires this ability.
4. Students will demonstrate the ability to write in a style that clearly communicates meaning, builds credibility, and inspires belief or action by preparing a research paper over a work of literature.
5. Students will apply the conventions of MLA style correctly in regards to page format, in-text citations, and works cited entries in a research paper.

IV. INSTRUCTIONAL PROCEDURES:

Methodologies common to all sections that may be utilized in presenting course content include but are not limited to in-class or online lecture notes, paper and pencil or online grammar exercises or research exercises that give immediate feedback, in person or email workshops for student writings in progress, audio-visual presentations for view in class or outside of class, online discussions (synchronous or asynchronous), student presentations to groups or to instructor only, and guest participants.

V. COURSE REQUIREMENTS AND POLICIES:

- #### A. **Required textbooks, recommended readings, and materials –** The textbooks for this course include: (1.) *Literature: A Portable Anthology* by Janet E. Gardner, et al, editors,

4th Edition, Bedford/St. Martin's, 2017 (ISBN 978-319-03534-1); (2.) *The Bedford Handbook* by Diana Hacker and Nancy Sommers, 10th Edition, Bedford/St. Martin's, 2017 (ISBN 978-1-4576-8303-9); (3.) any edition of the novel *Their Eyes Were Watching God* by Zora Neale Hurston; and (4.) any edition of the play *Hamlet* by William Shakespeare. Also, students must be able to access *Blackboard* and the AC website.

[To access *Blackboard*, go the www.angelina.edu. Scroll down below the photo or graphic, and find the *Blackboard* icon on the left-hand side of the screen. Click on the icon. For your *Blackboard* User Name, use the first three digits of your student ID number, the initial of your first name, and your whole last name. The letters should all be lowercase with no spaces. Your Password will be your whole student ID number. Once you log in, you will see this course listed along with the other courses you are taking this semester. If you have any trouble accessing *Blackboard* or getting anything in *Blackboard* to work, please email your information to ithelpdesk@angelina.edu.]

Students will also need some type of USB drive (jump drive, thumb drive, whatever you call it) for saving work that is typed. This is very important because you should always have a backup of your work. Students will also need materials for taking notes in class.

Other materials you may need include: (1.) a folder or notebook to hold all graded materials, assignments, and handouts; (2.) items to take notes in class during lectures and discussions.

B. Assignments – See Course Schedule document

1. **Daily Grades and In-class Assignments:** No make-ups will be given for daily grades or scheduled in-class assignments. Also, DO NOT TURN IN THIS WORK ON BLACKBOARD. It should be either handed to the instructor in class or emailed to the instructor's email address (lstapleton@angelina.edu).
2. **Major Writing Assignments:** Major writing assignments are due at the beginning of class for the Lufkin campus students. For the teaching center students, the writing assignments should be emailed to the instructor's angelina.edu email address no later than the beginning of the class period. DO NOT TURN IN THIS WORK ON BLACKBOARD. Late essays are subject to points being deducted. (*See Class Policies.*) Also, any major writing assignments that do not meet the minimum essay requirements (MLA format, length, etc.) will be subject to points being deducted.
3. **Labs:** Students must complete five (5) labs outside of class. Summaries of these must be emailed to the instructor's Angelina.edu email address no later than 11:30 p.m. on the due date. Labs that are not turned in on time will receive a grade of zero. No late points are available for labs. Labs are designed to help students earn points while brushing up on skills that are important to college-based writers. *See the Labs handout in the Content section of Blackboard for a description of the labs.*
4. **Tests:** Only students in good standing (no missed work, attending, participating) will be allowed to make up tests and only with the instructor's prior approval. Makeup tests may be different from the original test and will most likely be essay questions.

C. **Course Policies – (This course conforms to the policies of Angelina College as stated in the *Angelina College Handbook*.)**

1. **Academic Assistance** – If you have a disability (as cited in Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act of 1990) that may affect your participation in this class, you should see Maria Lopez or Steve Hudman in Room 200 of the Student Center. At a post-secondary institution, you must self-identify as a person with a disability; Ms. Lopez and Mr. Hudman will assist you with the necessary information to do so.

Angelina College admits students without regard to race, color, religion, national origin, sex, disability, or age. To report any complaints of discrimination related to disability, contact the Steve Hudman, dean of Student Affairs, Room 101 in the Student Center. You may also contact Dean Hudman by phone at 936-633-5292 or by email at shudman@angelina.edu.

2. **Attendance and Tardiness** – If this is a combo course, the relevant in-class policies are applicable to all students no matter where their location, and they should be applied when interacting with other students or faculty members online.

You should attend class regularly. Try to be on time. If you are consistently late, you will not be admitted to the classroom. **IF YOU MUST LEAVE CLASS EARLY, YOU MUST DISCUSS YOUR DEPARTURE WITH YOUR INSTRUCTOR BEFORE CLASS STARTS.** If you simply get up and walk out of class, you will be counted absent; if you do this twice, you will be dropped from the class. **DO NOT GET UP AND DISCUSS YOUR LEAVING WITH THE INSTRUCTOR AS YOU ARE LEAVING; DO IT BEFORE CLASS STARTS.** Class is over when the instructor dismisses the class.

You have a responsibility to be prepared for and to be informed about class assignments. **IF YOU MISS A CLASS, BE PREPARED WHEN YOU RETURN TO CLASS.** Your Course Schedule is the document the instructor uses to organize the class, so look at YOUR copy of it to know what you need to do to be prepared for class when you come back. This syllabus and the calendar are both on Blackboard in the Course Content area. Do not return to class and explain that you were absent as your excuse for not being prepared. Look at the calendar; check Blackboard and any email messages from the instructor, and **BE PREPARED WHEN YOU RETURN TO CLASS.** Do not ask the instructor if you are doing anything important in class; look at the calendar and make your own judgment, and, of course, suffer your own consequences.

An instructor may drop students for excessive absences. Excessive absences are defined as three or more consecutive absences or four or more cumulative absences. **A three-hour night class counts as two class periods, which means you will be dropped if you miss two classes.** We have no “excused” absences, just absences. If you return immediately to class after you have reached your limit, we can discuss a plan to readmit you; however, if you do not return the immediate class period following your last absence, you have no option to readmit. **IF YOU ACQUIRE MORE THAN THE ALLOTTED NUMBER OF ABSENCES AFTER THE LAST DROP DATE, THE WORK YOU SUBMIT AFTER THAT TIME WILL NOT BE GRADED! PLEASE KEEP THIS INFORMATION IN MIND WHEN YOU DECIDE TO MISS CLASS. EXCEPTIONS ARE AT THE DISCRETION OF THE INSTRUCTOR.**

3. **Make-up/Late work policy:** If you have any in-class work to make up because of an absence, that work must be completed within one week of your return to class. Please be sure to initiate contact with your instructor to make your arrangements. You cannot make up work after you have acquired the limit of absences, and no make-up work is allowed during the last week of classes. QUIZZES CANNOT BE MADE UP, SO PLEASE DO NOT ASK!! AND DO NOT COME TO CLASS JUST TO TAKE A QUIZ AND THEN LEAVE. THAT QUIZ WILL NOT BE ACCEPTED. Homework that has been assigned as a quiz grade must be turned in on time or it will not be accepted. Major writing assignments are subject to late points being deducted. ***Work done out of class is not group work. If you collaborate on assignments that are not specifically designated as group work, you are cheating, and you will be dropped from the course.***
3. **Leaving class during class time** – Students are expected to stay in class for the whole time until the instructor says they may leave. If any student just needs a quick bathroom break, please feel free to leave the class at any time. However, leaving class early for any other reason is rude and disruptive to the instructor and fellow students. If it is imperative that a student leave class early, please get permission before the class starts; otherwise, that student will be counted absent.
4. **Cell Phones** – **PLEASE TURN OFF OR SILENCE ALL CELL PHONES AND OTHER DIGITAL DEVICES DURING CLASS TIME AND REMOVE ALL EAR PIECES TO BE ABLE TO CONCENTRATE ON THE COURSE.** If a cell phone rings during class or a student is caught texting during class, that student will be asked to leave class and will receive an absence for that day. If a cell phone is seen in use during a test, that student will receive a zero for that test.
5. **Computers** – Computers may be brought to class for taking notes for this class only. If a student is caught doing anything other than taking notes for the class, he or she will be asked to leave the computer at home.
6. **Class cancellations** – Notification of class cancellations due to inclement weather will be sent to KTRE Channel 9 television and to the local radio stations by 6 a.m. on the day in question or by 3 p.m. for evening classes. Students can also sign up to receive emergency alert notices on your phone or through e-mail by going to **getrave.com**. Students will be expected to attend if classes have not been cancelled. If you do not attend, you will be counted as absent.
7. **Disruptive behavior** – Disruptive behavior, such as talking out of turn, texting, sleeping, hostility, etc., will not be tolerated in this class! In fact, it may result in your removal from the classroom. Students will be dropped from the course for continual disruptions.
8. **Grading** – Your papers will be graded as soon as possible. Please do not ask the instructor when you will be getting papers back. Also, your grades will not be discussed via the telephone nor by email. You will need to come by my office during office hours or catch me before or after class away from the other students.
9. **Cheating/Plagiarism** – The student is responsible for doing his/her own work. Cheating and plagiarism are serious offenses that will be dealt with promptly. If you are found guilty of cheating or plagiarizing, you will be punished. Punitive measures may range from receiving a 0 on the assignment project or an F in the course or being dismissed from the college. Courtesy and honesty require that any ideas or materials borrowed from another person, even if they are put in your own

words, must be fully acknowledged. Offering the work of another as one's own is plagiarism. The subject matter of ideas thus taken from another may range from a sentence or paragraph to entire articles copied from books, periodicals, or the writing of other students. The offering of materials assembled or collected by others in the form of projects or collections without acknowledgment is also considered plagiarism. Any student who fails to give credit for ideas or materials from another is guilty of plagiarism.

10. **Ten (10) points per day (including weekends) will be deducted from late papers.** Extensions must be applied for at least two (2) days in advance. Any student who misses a major exam or fails to submit a major essay **will be dropped** from the course.

VI. **COURSE CONTENT:** *(See the Course Schedule for assignments and due dates.)*

This course will introduce the students to four genres of literature: short story, novel, poetry, and drama. Following the discussion of each genre will be a major test over it. Writing of a researched essay will also be emphasized. Students are expected to read all of the readings in each genre before the class discusses it. All students should participate in the discussions since that will count as part of your final grade.

VII. **EVALUATION AND GRADING:**

A. **Grading Criteria –**

Three major tests on the literary genres (100 pts. each)	=	300 pts.
One comparison/contrast (MLA style) essay	=	100 pts.
One annotated bibliography (MLA style)	=	100 pts.
One documented researched essay (MLA style)	=	200 pts.
One documented informative essay (MLA style)	=	100 pts.
Five Lab assignments (20 pts. each)	=	100 pts.
Daily work and class participation	=	<u>100 pts.</u>
TOTAL POINTS POSSIBLE	=	1,000 pts.

Unless otherwise stated, the papers assigned for this class must be typed in correct MLA format. Any student who misses a major exam or fails to submit a major essay **will be dropped** from the course. Late papers will result in 10 points automatically subtracted from the grade per day.

B. **Determination of Grade –**

- A = 900-1,000 points
- B = 800-899 points – Good
- C = 700-799 points – Average
- D = 600-699 points – Minimum passing
- F = 599 points and below – Failure

Standard Grading Policy for the English Department for all essays assigned –

A – Excellent. Good organization, exceptional content, no more than one major error.

A+ = 98, A = 95, A- = 92, A-- = 90

B – Good. Good organization, exceptional content, and no more than two major

errors.

B+ = 88, B = 85, B- = 82, B-- = 80

C – average. Some organization, clear content, no more than three major errors.

C+ = 78, C = 75, C- = 72, C-- = 70

D – below average. Either lacks content and/or organization or has many major errors. More than four major errors drops the grade to an F.

D+ = 68, D = 65, D- = 62, D-- = 60

F – failing. Shows little or no effort, contains five or more major errors.

F = 50

0 – no grade. Did not turn in work, plagiarized an essay, or did not write on the assigned topic.

Please Note: In the case of a plagiarized essay or research paper, a student may be dismissed from this course with an F.

Major errors include sentence structure errors like a fused sentence, comma splice, or fragment and agreement errors like subject-verb agreement errors and pronoun-antecedent agreement errors.

Examples of major errors:

CS – comma splice

Frag – fragment

Frag error – fragment error

FS – fused sentence

S/V – subject-verb agreement

P/A – pronoun-antecedent
agreement

The boy ran, he fell down.

Crying as he fell on the sidewalk.

Although he was hurt; no one stopped to help him.

He hurt his knee it was bleeding.

Everyone laugh at him.

A student left their backpack in the classroom.

VIII. SYLLABUS MODIFICATION:

The instructor may modify the provisions of the syllabus to meet individual class needs by informing the class in advance as to the changes being made.