



**SUL ROSS STATE UNIVERSITY**  
**DEPARTMENT OF LANGUAGES AND LITERATURE**  
**Course Syllabus**  
**ENG 1302**

**COURSE TITLE:** English 1302  
**SECTION, CLASS DAYS & TIME:** TR 8:00-9:15AM  
**CLASSROOM:** ACR 203

**INSTRUCTOR:** April Poissant  
**INSTRUCTOR'S OFFICE:** Ferguson Hall 206  
**INSTRUCTOR'S PHONE #:** 432-837-8522  
**INSTRUCTOR'S E-MAIL:** april.poissant@sulross.edu  
**INSTRUCTOR'S OFFICE HOURS:** Tuesday/Thursday, 1:00PM-2:00PM, or by Appointment

**CREDIT HOURS:** 3  
**LECTURE HOURS:** 3

**CATALOG DESCRIPTION:**

1302 (ENGL 1302) Composition II (3-0). This course includes the study of various writing modes, with emphasis on exposition, critical analysis, and research techniques. Students will write well-developed, critical, persuasive, documented papers. Required of all students. Prerequisite: English 1301.

**PROGRAM LEARNING OUTCOMES: ENGLISH (UNDERGRADUATE)**

Graduating students will demonstrate that they can

1. Construct essays that demonstrate unity, organization, coherence, and development
2. Analyze literary works by applying principles of literary criticism or theory
3. Produce research papers that demonstrate the ability to locate a variety of acceptable sources, employ them effectively through quotations or paraphrases, integrate them smoothly into the writer's own prose, and document them correctly using MLA format
4. Demonstrate creativity or originality of thought in written or multimedia projects
5. Compare/contrast and analyze major works and periods within World, English, and American literature.

**TEXTBOOK:** *The Allyn & Bacon Guide to Writing*, 7<sup>th</sup> Edition, by Ramage, Bean, and Johnson  
ISBN 978-0-321-91422-4

**SUPPLIES:**

Required: Internet/Computer access, Sul Ross e-mail account, Blackboard account, Paper, Pens, Highlighters  
Suggested: BarCharts (English Grammar & Punctuation, Essays & Term Papers, and APA/MLA Guidelines)

**COURSE OBJECTIVES:** The purpose of this course is to improve writing through reading both student and professional writing, to examine the purposes for writing and their effects on writing, and to practice reading and writing extensively. Course writing requirements will include exercises in composition, peer evaluation, and other forms of university writing such as analysis, persuasion, research, and essay examinations. The objective goal is for all students to see improvements in their ability to think and express their thoughts critically, and to improve reading and writing skills.

**COURSE REQUIREMENTS:**

See your instructor's syllabus addendum for specific requirements.

**METHOD OF EVALUATION:**

See your instructor's syllabus addendum for specific requirements.

**ACADEMIC ETHICS:** Please remember that real success comes from learning how to do the work yourself. Your instructors believe that you are an honest individual and expect that all of the work that you do results from your own efforts. You know that a college education costs too much for you to waste your time trying to beat the system rather than figuring out how to learn the material. You know that any form of cheating is dishonest and it makes you look

very bad. Your instructor will have specific responses to any academic dishonesty that s/he may encounter. A repeated instance of academic dishonesty may result in your situation being forwarded to the Dean of Student Life. Please see the *SRSU Student Handbook* for a more complete discussion of academic honesty.

**STUDENTS WITH DISABILITIES/ADA (Americans With Disabilities Act):** Sul Ross State University is committed to equal access in compliance with the Americans With Disabilities Act of 1973. It is the student's responsibility to initiate a request for accessibility services. Students seeking accessibility services must contact Mary Schwartze, M. Ed., and L.P.C., in Counseling and Accessibility Services, Ferguson Hall, Room 112. The mailing address is P.O. Box C-122, Sul Ross State University, Alpine, Texas 79832. Telephone: 432-837-8203. E-mail: [mschwartz@sulross.edu](mailto:mschwartz@sulross.edu).

#### **INSTRUCTOR'S SYLLABUS ADDENDUM:**

##### **COURSE GRADES:**

A (90 – 100), B (80 – 89), C (70 – 79), D (60-69), F (59 and Below)

##### **GRADING PERCENTAGES:**

A. Minor Assignments: 30%

B. Major Assignments: 50%

- Analytical Writing (15%)
- Persuasive Writing (15%)
- Research Project (20%)

C. Final Assessment: 10%

D. Attendance: 10%

E. Professor reserves the right to adjust any percentages based on effort by the student.

##### **COURSE EVALUATION:**

The course will be evaluated by attendance and a series of assignments to include minor assignments, major assignments, and a final assessment. A student will not pass the course if he/she fails to complete all major assignments and the final assessment, however this does not automatically guarantee that a student will pass the course simply by submission of the major assignments or by taking the final assessment. Students will also be evaluated on various minor assignments and weekly attendance/class participation.

Any research sources must be documented in MLA format/documentation style, using 12 point Times New Roman font only, with sources coming from the library databases or preapproved by the instructor (Internet sources, books, periodical articles, etc.), URL addresses to all online source material used and scanned copies of source material with information highlighted. All research topics must be preapproved by the instructor.

\*Submitting purchased papers or papers that have been submitted for another class is considered Academic Dishonesty and will result in a zero for the assignment, and could result in an F for the course.

##### **ATTENDANCE:**

Attendance is mandatory in this course. Students are expected to attend class on a weekly basis. For each absence a student accrues, they will be penalized 10 points from their attendance percentage of the overall course grade. If a student has excessive absences (more than 6 absences), then they will be given an "F" for the final course grade. Students who miss class on the due date for major assignments must make arrangements to turn in the assignments before class time. Assignments submitted after class time will be seen as late, and will only be accepted at the instructor's discretion. If a student misses the Final Exam, then they will earn an "F" for the final course grade. The Final must be taken on the day and at the time scheduled by the university.

If a student will be absent due to an official SRSU activity/event, then the student must inform the professor at least one class period in advance of the absence to be excused from their absence. If the student does not inform the professor in advance, then they will receive an absence accordingly and will not be allowed to make up any work missed during the absence.

Students who are late to, unprepared for, or do not participate in class will receive an absence for the day, and will be asked to leave the classroom. A student who is asked to leave the classroom must meet with the professor prior to the next class meeting to regain entry into the class. If a student does not meet with the professor, then they will not be permitted to attend class until they do so.

##### **CLASS PARTICIPATION POLICY:**

Students are expected to participate in the classroom environment. Students who do not participate in class activities, including Blackboard activities, will receive point deductions from their overall course grade. Excessive non-participation will result in an F for the course.

**LATE WORK:**

**Late work will not be accepted for this course.** Any exceptions to this will be at the instructor's discretion. Point deductions will be taken up to partial credit for any accepted late work.

**TEST MAKE-UP POLICY:**

The Final Exam cannot be made up for any reason. The Final must be taken on the day and at the time scheduled by the university.

**EXTRA CREDIT:**

Extra credit will be given at the instructor's discretion, but is not guaranteed.

**CLASSROOM BEHAVIOR:**

Students are expected to conduct themselves in a manner conducive to a university environment. Any communication between students and the instructor should maintain a professional tone and style. If a student uses language that is not appropriate for the classroom, they will be asked to refrain from such language. If a student continues to use the same type of language, they may be asked to speak with the Dean of Students or the English Department Chair, and could face disciplinary action.

**ELECTRONIC DEVICES:**

All students are expected to have access to a computer, the Internet, Blackboard, Sul Ross Email, and current versions of the Microsoft Office Word program. Students who do not have access to a personal computer may use the computers located in the on-campus computer lab or the library. A student who does not have a computer or access to the other requirements will not be excused from completing online assignments submitted through Blackboard.

**CELL PHONES:** Cell phones that ring during class are disruptive. Be a considerate class member. Turn off your cell phone before class begins and keep it turned off throughout the class period. If you feel that you have an emergency situation that requires your phone being left on, speak with your instructor before class. Should you fail to silence (including the "vibrate" function) your phone, you risk being counted absent. Students who are checking their phones or having conversations, including texts, during class will be asked to leave and will receive an absence for the day.

**BLACKBOARD ASSIGNMENTS:**

Blackboard will be used to supplement instruction for this class. Students are expected to check Blackboard for important class announcements, and to complete assignments as directed. All major assignments will be submitted through Blackboard. Assignments due to Blackboard will not be accepted in hard copy for any reason.

**WRITING CENTER:**

The Writing Center is located in MAB 102. English graduate students are available to assist students with their writing assignments. Students are encouraged to take advantage of this service to help improve their writing before turning in major assignments for grading.

**SMARTHINKING:**

All students will have use of on-campus computer labs, writing centers, and academic learning centers.

Students will be encouraged to have a tutor at Smarthinking.com evaluate their essays before they turn in major assignments. Tutorial comments must be attached to all essays and must be submitted to Blackboard Assignments, or they will not be accepted for any extra credit. You can gain access to Smarthinking.com by using the link through Blackboard. If you have questions about this process please contact technical support at the university.

**ACADEMIC HONESTY:**

Students who are found to have committed plagiarism, collusion, or cheated, will be dealt with according to university policies. Students will automatically receive an "F" for any instances the instructor feels are warranted, and could possibly receive an "F" for the course depending on the severity of the issue.

**Submitting purchased papers or papers that have been submitted for another class is considered Academic Dishonesty and will result in a zero for the assignment, and could result in an "F" for the course.**

According to the *SRSU Student Handbook* about “Academic Honesty,” “The University expects all students to engage in all academic pursuits in a manner that is beyond reproach and to maintain complete honesty and integrity in the academic experiences both in and out of their classroom. The University may initiate disciplinary proceedings against a student accused of any form of academic dishonesty, including but not limited to, cheating on an examination or other academic work, plagiarism, collusion, and the abuse of resource materials. “Cheating” includes:

1. Copying from another student’s test paper, laboratory report, other report, or computer files, data listings, and/or programs, or allowing another student to copy from same.
2. Using, during a test, materials not authorized by the person giving the test.
3. Collaborating, without authorization, with another person during an examination or in preparing academic work.
4. Knowingly, and without authorization, using, buying, selling, stealing, transporting, soliciting, copying, or possessing, in whole or in part, the contents of a non-administered test.
5. Substituting for another student; permitting any other person, or otherwise assisting any other person to substitute for oneself or for another student in the taking of an examination or test or the preparation of academic work to be submitted for academic credit.
6. Bribing another person to obtain a non-administered test or information about a non-administered test.
7. Purchasing, or otherwise acquiring and submitting as one’s own work any research paper or other writing assignment prepared by an individual or firm. This section does not apply to the typing of a rough and/or final version of an assignment by a professional typist.
8. “Plagiarism” means the appropriation and the unacknowledged incorporation of another’s work or idea in one’s own written work offered for credit.
9. “Collusion” means the unauthorized collaboration with another person in preparing written work offered for credit.
10. “Abuse of resource materials” means the mutilation, destruction, concealment, theft or alteration of materials provided to assist students in the mastery of course materials.
11. “Academic work” means the preparation of an essay, dissertation, thesis, report, problem, assignment, or other project that the student submits as a course requirement or for a grade.
12. “Falsification of Data” means the representation, claim, or use of research, data, statistics, records, files, results, or information that is falsified, fabricated, fraudulently altered, or otherwise misappropriated or misrepresented.

All academic dishonesty cases may be first considered and reviewed by the faculty member. If the faculty member believes that an academic penalty is necessary, he/she may assign a penalty but must notify the student of his/her right to appeal to the department chair, the dean and eventually, to the Provost and Vice President for Academic and Student Affairs before imposition of the penalty. At each step in the process, the student shall be entitled to written notice of the offense and/or of the administrative decision, an opportunity to respond, and an impartial disposition as to the merits of his/her case. The decision of the Provost and Vice President for Academic and Student Affairs shall be final.”

#### **IMPORTANT DATES:**

- January 18—Martin Luther King, Jr. Holiday, No Classes
- January 19—First Day of Spring Classes
- February 3—12<sup>th</sup> Day of Class, Last Day to Drop a Course without a Record
- March 8—Midterm of Spring Semester
- March 14-18—Spring Break Holiday, No Classes
- March 25—Good Friday Holiday, No Classes
- April 5 and 7—Instructor at a Conference, No Physical Classes, but Assignments through Blackboard
- April 4—Last Day for Instructor Initiated Course Drops
- April 8—Last Day for Student Initiated Course Drops (by 4:00PM)
- May 4—Last Class Day before Final Exams
- May 5 and 6—Dead Days, No Classes
- May 9-12—Final Exams (Check Official Schedule for Days and Times of Exams)
- May 14—SRSU Spring Graduation