

**English 1302 (section 1)  
Composition II  
Fall 2016**

**Instructor:** Dr. Rosemary Briseno  
**Class meets in :** ACR 203  
**Time:** 11 am:11:50 am

**Office:** MAB 112-B  
**Office hrs:** MWF 2-4; TTh 12-2  
**Office phone:** 432-837-8152  
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**“The aim of argument, or of discussion, should not be victory, but progress.”**

~~Joseph Joubert

**Course Description**

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. **Prerequisite:** Successful completion of English 1301

**Required textbook**

*Everything's an Argument with Readings* 7<sup>th</sup> ed by Andrea Lunsford ISBN: 978-1457698644

**Other required textbooks/readings**

There will be several other readings that do NOT come from our text; in that case, I will scan them for you and upload to Blackboard under Readings and/or Course Notes/Handouts.

**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  
Compare/contrast and analyze major works and periods within World, English, and American literature

**Required Materials**

**PLEASE MAKE SURE YOU GET THE CORRECT EDITION(S) OF THE TEXTBOOK!**

Buying textbooks is expensive, but that goes with the territory of attending a university. If you do not buy your books, you are presenting yourself as an uninterested, disengaged student, and you may be asked to leave the class for that day. Students are expected to come to each class day prepared—which means bringing your books and all handouts, and showing a readiness to participate in class activities and discussions.

--One sturdy two- pocket folder capable of holding a minimum of three essays, 4-6 pages in length, and a minimum of 2 rough drafts per essay; (NO hard-backed binders)

--Stapler (I will not accept any assignment that has not been stapled)

--Internet access to Blackboard 9 and your sulross.edu email address. Many readings/ material and important class news/updates will be sent to you via **Blackboard 9. It is your responsibility to check Blackboard 9 and your email frequently!**

### Required Format for Turning in Assignments

When using Blackboard to turn in assignments, please turn in all of your assignments in either **Microsoft Word OR PDF formats**. I will not accept work turned in using any other format. Every assignment must be typed or digitally uploaded, unless otherwise noted.

### Tech Assistance

If you need help with the technology when submitting an assignment, contact the Lobo Technology Assistance Center (see below) immediately. If you need technical assistance, contact the Support Staff at the Lobo Technology Assistance Center (LTAC): **Online:** Contact us (24x7x365):

<http://www.sulross.edu/pages/4401.asp>. Please use your email/ domain credentials to log in. Our website ([www.sulross.edu/oit](http://www.sulross.edu/oit)) has “how to” information on using the online system, which is designed to help you avail quicker service and responses from OIT staffs. **Phone:** 432-837-8888 (x8888/8765).Hours (Subject to change):Weekday (Mon-Fri): 8am-6pm Weekend (Sat-Sun): 11am to 4 pm. **In-person:** LTAC support counters will provide in-person/ walk-in helpdesk services and technology consultation. LTAC counters are located at: BAB 101 and Library ground floor in the back of the building. Hours: 8am to 5pm (Mon- Fri).

**Not knowing how to upload your work properly via Blackboard is not an excuse for not turning in assignments late.**

### Absences

Because this course is designed in a workshop/discussion format, you cannot fulfill the requirements of the course unless you attend regularly and on time. Your questions and contributions are central to our discussions and, therefore, our understandings of readings and writing process. You are responsible for material covered in class, *whether you are present or not*. Note that some in-class work (ie Journals) cannot be made up.

**EXCESSIVE ABSENCES WILL HURT YOUR OVERALL SEMESTER AVERAGE!**

### 3 Kinds of Absences

#### 1) Authorized/Excused Absences (*Assignments MUST be completed BEFORE you'll be absent*)

These absences fall under university-sponsored activities (clubs, athletics, student government, etc). It is the student's responsibility to notify me before s/he will be absent, and to make arrangements to make up any assignment. Student must notify the professor BEFORE they will be absent from class, not after. Work must be turned in BEFORE student is absent. No special privileges for anyone will be granted.

#### 2) Explained Absences (*possibly excused*)

These are reserved for serious cases of illness or personal/family injury and/or other emergencies, which are beyond the student's control. I will ask you for documentation to back up the excuses you give me.

**Explained absences are given at the professor's discretion only.** Makeup work allowed only IF student notifies professor ahead of time (a reasonable amount of time, not just prior to when class begins); student is solely responsible for completing /turning in assignment(s) within one week of absence. *If you are allowed turn in your work because of a pre-approved excuse, please follow these rules below.*

### Makeup Work

**Opportunities to make up assignments are available only in extreme, urgent circumstances** AND **In the case of an Authorized or Excused Absence ONLY:** it is your responsibility to turn in your work on or before the

deadline. If the assignment is not turned in by the agreed upon deadline, the makeup work might be accepted by at 10 points off each day (weekends count) the assignment is late.

1) Before you will be absent, notify me—via email or phone call (email is preferred), in a reasonable amount of time (not 5 mins before class meets). Do not notify me during or after our class meets. Do not assume your absence will be excused.

2) Make arrangements with me to have the work turned in at a later time. If the excuse (for Explained Absence, not Authorized Absence) is granted, I will enforce a “0” as a placeholder grade. Generally, you will have 7 DAYS to make up the assignment; if you forget, the “0” stands. No exceptions.

### 3) Unexcused Absences (*never excused*)

The student did not turn in their work due to negligence. Negligence is defined as: the student not taking proper care in executing any and all assignments. For example: the student did not familiarize themselves with how Blackboard works. The student did not ensure their work was properly uploaded to Bb. The student did not check Announcements daily, as required. The student missed the deadline due to forgetfulness or other responsibilities getting in the way of uploading an assignment. Any work assigned/due earns “0” points. No makeup/late work allowed.

#### Excessive Absence Policy

--In a **MWF** course, you will earn a grade of “F”, if you have **9 TOTAL absences**, which includes explained and unexcused absences. Authorized absences are not included.

--In a **TTh** course, you will earn a grade of “F”, if you have **6 TOTAL absences**, which includes explained and unexcused absences. Authorized absences are not included.

#### No Late Work Policy

Late work is not accepted for any reason due to **student negligence** (forgetting to turn in an assignment, forgetting to log in, not notifying your professor of impending absence, waiting until the last minute to begin assignments, not knowing how to use Blackboard, not managing your time properly, feeling exhausted after a long drive back to Alpine, etc).

#### Tardies

Students are expected to arrive to class on time and to stay for the entire class period. *Tardiness indicates an ill-preparedness and is rude and disruptive to both the instructor and students. You will be asked to sign in when you walk in late. Excessive tardiness will result in the following:* Two (2) instances of tardiness equal an unexcused absence. If you are 15 minutes late, you will be counted as “unexcused absent.” If a quiz (or any assignment) is turned in or administered at the beginning of class and you are tardy, you earn a “0,” since these assignments are usually administered at the beginning of class; these cannot be made up.

#### Professor e-communication

I will communicate with the class through Announcements and by e-mail, so be sure to log in daily to check for announcements on the course home page and to check your Sul Ross e-mail account regularly.

#### Email

In an effort to maintain respect and clarity in the virtual classroom setting, please follow these guidelines when emailing your professor:

**Please follow these guidelines when emailing your professor:**

- 1) Include a salutation (Dear Dr. Briseno)
- 2) Provide your name, class, and section
- 3) Clearly state the reason, problem/concern. Use full sentences; do a spellcheck.
- 4) Additionally, email is not the best way to teach; therefore, I do not respond to emails asking me to “look over” assignments. If you want to discuss any aspect of your work, please come to office hours.
- 5) Acknowledge that you have received my email with a simple, “Thank you” and a follow-up regarding your problem, issue, or concern; otherwise, I will be wondering whether or not your issue has been resolved.

**Personal Responsibility**

It is your responsibility to check Blackboard and your email/Announcements frequently! I leave detailed instructions and details in the Announcements/email feature and in the Tentative Assignment Schedule in Blackboard; it's up to you to check in and find out what's due, when, and how to turn in assignments. *I will not re-open links once they are closed*; as this is time consuming and a waste of precious time, so you must be aware of due dates and times. If you are absent, do not ask me, “What did we do on the day I was absent?” I review each class day on Bb under Announcements/email; it's your responsibility to check that every day. I will not privately re-teach the material the day you were absent.

**Academic Honesty**

*I expect each student to strictly adhere to the rules and regulations regarding academic pursuits.* 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. Please see page 82 in the SRSU

**Student Handbook: for complete information.**

[http://www.sulross.edu/sites/default/files//sites/default/files/users/docs/records\\_srsu/handbook\\_2012-2013-complete.pdf](http://www.sulross.edu/sites/default/files//sites/default/files/users/docs/records_srsu/handbook_2012-2013-complete.pdf)

1. “Cheating” includes:

- a. 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.
- b. Using, during a test, materials not authorized by the person giving the test.
- c. Collaborating, without authorization, with another person during an examination or in preparing academic work.
- d. Knowingly, and without authorization, using, buying, selling, stealing, transporting, soliciting, copying, or possessing, in whole or in part, the contents of an un-administered test.
- e. 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.
- f. Bribing another person to obtain an unadministered test or information about an unadministered test.
- g. 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 the rough and/or final versions of an assignment by a professional typist.
- h. "Plagiarism" means the appropriation and the unacknowledged incorporation of another's work or idea in

ones own written work offered for credit.

i. "Collusion" means the unauthorized collaboration with another person in preparing written work offered for credit.

j. "Abuse of resource materials" means the mutilation, destruction, concealment, theft or alteration of materials provided to assist students in the mastery of course materials.

k. "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.

### Plagiarism Policy

As a simple guideline, if you submit your own work, you will avoid all serious types of plagiarism.

Nevertheless, a responsible student should also consider the less obvious variants of plagiarism, especially when writing research papers that require citations.

Instances of plagiarism, such as submitting an essay with sentences or passages cut and pasted from an online source, or a paper obtained from an online "paper mill," students in this course will automatically fail the assignment, receive a final grade of F, and be recommended for dismissal from the university. There is no excuse for serious plagiarism. I will also regard unattributed citations – verbatim copying of another's person's work without some indication of the source – as a serious form of plagiarism. In other words, don't insert any text in a paper that is not your own without also noting the source. You can email me with a question before an assignment is due, stop by my office during my office hours, or even parenthetically raise the question in your paper. *It's your responsibility to comply with principles of academic honesty; it's my responsibility to see that every student receives a fair and accurate grade.*

Here is my policy on plagiarism for this course:



The *first offense* of plagiarism, in part or in whole, will result in a failing grade on that assignment(s). The *second offense*, in part or in whole, will result in a final grade of "F," and the student will be recommended for dismissal from the university. The student has the right to appeal to the Dept. Chair, then Provost, and eventually to the Provost and VP for Academic and Student Affairs before imposition of the penalty. The decision of the Provost and VP for Academic Affairs is final.

### ADA Accommodation Statement

**Disabilities Statement:** Persons with disabilities that may warrant academic accommodations should contact me as soon as possible so that we may make arrangements to ensure the most hospitable and enhancing learning environment as possible.

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., 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: 432-837-8691. E-mail: mschwartze@sulross.edu.

## Graded Course Requirements

### Daily Work (Homework, Journals & Quizzes)

.....40%

Writing Assignments and homework will vary; some will be *mini-essays* based on the assigned reading(s) and lecture materials, and based on previously assigned readings and/or class lectures; others consist of various writing exercises, both in-class and take home. Additionally, you will sometimes summarize lectures as a journal entry after certain class meetings. There is a specific method for writing your Journals; this info can be found under Journals in Bb. They will not be assigned on a daily basis; journals cannot be made up if you are absent. Quizzes will be unannounced, and will usually be given at the beginning of some class periods. Sometimes, quizzes will consist of questions that will test your basic knowledge of reading assignments (short answer-questions).

### Final exam.....20%

The final exam is comprised of two diagnostics. Students will take Diagnostic 1 in the first few days of the semester, then repeat the process, as Diagnostic 2, during finals week. The amount of improvement from Diagnostic 1 to 2 will result in the final exam grade. This is a state-mandated, university, and department process. Students who fail to complete BOTH sections of the exam will earn a 50 on the final.

### 2 Major Essays .....40%

You will write 2 essays, 4-6 pages in length, focusing on the aspects of argument, but also including the use of different modes of exposition (1301). This essay has a *minimum* page requirement of 4 full pages in length; essay must be double spaced, in a standard font (12-pt. Times New Roman or 11 pt. Arial). Page requirements do not include the Works Cited page (bibliography). You must turn in the final copy and a digital copy. Details to be discussed as deadline looms.

## Grades

- A 90-100:** Outstanding performance in mastering of the subject. Achievement of superior quality. (4 grade : points per credit hour)
- B 80-89:** Consistent performance in achievement beyond the usual requirements of the course. Achievement of high quality. (3 grade points per credit hour)
- C 70-79:** Performance of a satisfactory nature. Achievement demonstrating an understanding of the subject sufficient for continued study in the discipline. (2 grade points per credit hour)
- D 60-69:** Minimally acceptable performance. Achievement demonstrating below average understanding of the basic elements of the course. (1 grade point per credit hour)
- F 50-59:** Achievement at a level insufficient to demonstrate understanding of the basic elements of the course. (0 grade points)

**Incomplete grade(I):**The grade of "I" is given by the instructor upon consultation with the student.

The work to be completed and deadline for completion must be specified on the grade report to the Director of Records and Registration. A student may have a maximum of one academic year in which to remove an I during which time the "I" will not be calculated in the student's grade point average. If the work is not completed by the deadline set by the instructor, the "I" will be converted to an "F" and will be calculated in the student's grade point average for the semester in which the "I" was given. Normally, an incomplete grade will be awarded only for situations such as illness, family emergencies, or unusual circumstances which prevent a student from completing a course in a semester or summer term. Incomplete grades must be removed prior to graduation.

**Withdrawal grade (W):** The grade of "W" is given for courses dropped after the 12th/4th class days

through the last day to drop a course with a "W" as published in the University's calendar. Students who wait until the published deadline must have complied with the class attendance policy of this catalog. An instructor is not obligated to recommend a "W" for a class if excessive absences have occurred. Students will not be permitted to drop a course or withdraw from the University after the published deadline.

#### Final Note

It's worth noting that there's a predictable and positive correlation between careful time management and academic success. I encourage you to make a wise decision as to what kind of student you will be early on and to plan accordingly.

*No extra points, no extra credit work will be assigned, so don't ask.*

**You are completely responsible for meeting all deadlines and keeping track of any changes made to the course schedule.** You have several resources made available to you to ensure your success in this course, so I strongly encourage you to take advantage of them.

You will get the grade you earn, not the grade I give you.

#### Fall 2016 Academic Calendar

For detailed information regarding assignments, due dates, etc., please read **Announcements** in Blackboard. I review what we did during class, what's for homework, and relay any other important information.

**IT IS YOUR RESPONSIBILITY TO CHECK ANNOUNCEMENTS ON A DAILY BASIS; FAILURE TO DO SO WILL RESULT IN EARNING A LOWER COURSE GRADE.**

August 22, Monday

- First day of classes, 16 week and 1<sup>st</sup> 8 week term

September 5, Monday

- Labor Day holiday, no classes

September 7, Wednesday

- Twelfth class day, 16 week term
- Last day to drop a 16 week term course without creating an academic record

October 17, Monday

- Mid-term, 16 week term

November 11, Friday

- Last day to withdraw from the University or to drop courses with grade of "W" (16 week term). Drops must be processed and in the Registrar's Office by 4 p.m.

November 23-25, Wednesday -  
Friday

- Thanksgiving Day holiday (Begins after the last scheduled class meets on Tuesday, November 22)

November 30, Wednesday

- Last class day before finals, 16 week term

December 1, Thursday

- Dead Day, 16 week term

December 2, 5-7, Friday, Monday-  
Wednesday

- Final Examinations, End of Term, 16 week term