

Sul Ross State University

Dr. Stein
CRN: 21459/10

Spring 2019
TR 11:00-12:15

ENGL 1302: Composition II
Course Policies and Procedures

Instructor: Dr. Stein
Phone: 837-8770

E-Mail: kstein@sulross.edu
Office: Ferguson Hall 214B

Office Hours: TR: 9:00-11:50 or W 10:00-10:50 (unless I am engaged in university service elsewhere) OR by appointment

Materials/Access:

Flash Drive

BlackBoard Access

Sul Ross E-Mail Account

Internet Access (Office 365 Access)

You will want to have access to a grammar handbook with MLA content.

Course Description: “ENG 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. All sophomore and advanced English courses require completion of the freshman English courses as a prerequisite.” (*SRSU 2016-2017 Catalog*).

Student Learning Outcomes:

1. Student Learning Outcome #1 --Students will be able to construct documents that demonstrate coherence, development, organization, and appropriate/effective grammar, usage, and mechanics.
2. Student Learning Outcome #2– Students will be able to analyze and interpret literary works by applying principles of critical thinking, literary criticism, or theoretical engagement.
3. Student Learning Outcome #3– Students will be able to produce researched documents that demonstrate the ability to locate a variety of credible sources, employ them effectively through quotations and paraphrases, integrate them smoothly into the writer’s own prose, and document them correctly using the style appropriate to the document.

Course Policies:

1. Attendance: Attend class! Successful students commit to attending class regularly. Being a better writer requires you working hard at practicing good writing skills. You don’t have to be super smart to be a better writer. You have to be committed.

Satisfactory attendance does not consist of your mere physical presence in the classroom. You need to come to class, be on time, stay until class is dismissed, complete your homework, finish writing assignments on time, and be ready to engage intellectually with the material, with me, and with your classmates.

Everything else constitutes unsatisfactory attendance and includes, but is not limited to, absences, tardiness, leaving the classroom early, coming to class unprepared to participate

(without materials and/or assignments), sleeping, and/or using your cell phone (turn off before class begins), etc.

I have no desire to fight you over your cell phones, but think about it. If you don't want to be in class and if you'd rather be on your phone, then leave class and be on the phone. Don't interrupt class with your inattention.

No absences will be "excused" (uncounted) unless they result from your carrying out official, verifiable university business recognized by SRSU. Excused absences will only matter for daily work, and only if you inform me before you miss a class that you have an absence upcoming. Because you have so much time to work on major papers/packets, the due dates for them are still in effect even if you have an excused absence or accommodation.

You have paid to attend this class. It is up to you to choose to attend this class. It is difficult to do well in a class that you do not attend. The decision is yours. Should you decide to drop this class, you must do so before 4:00 p.m. on April 6. Remember that the State of Texas only allows you six withdrawals.

Should you have to miss a class, you are still responsible for everything that is covered in that class. Missing class or being late is not an excuse for missing a due date or misunderstanding an assignment.

Your classmates are always your first resource. You should feel free to contact me should you need more clarification.

Name: _____ Phone: _____ E-Mail: _____

Name: _____ Phone: _____ E-Mail: _____

I will have a sign-in sheet for each class. It is your responsibility to sign in each class day. This is how I will take attendance. While I do not drop for attendance, I use the sign-in sheets to support what is happening with your grades.

2. Late Work: Do all assignments and turn them in when requested. Even if you cannot be in class when the assignment is due, the assignment itself is still due. If you know that you will be missing class when an assignment is due, you can submit the final document and scanned packet via e-mail before class begins or you can turn in the final document and packet to my office before class begins.

I do not accept late work. Please mark your calendar with all of the due dates for all assignments this semester. Do not put yourself in the position of losing points because you failed to turn in assignments in a timely fashion or did not submit all parts of the assignment.

Daily Grades: These grades consist of quizzes, in-class work, participation, and any other work that is not listed by name in the Assignments section. There is no make-up for daily grades. Should you have an excused absence and if you let me know that you will be missing class before you actually miss that class, then you will receive an "Excused Absence" in place of a zero, and it will not count against you when I am averaging daily grades.

Annotations: Annotations are due at the beginning of class. I will not accept annotations late. If you turn in all of the annotations, then any annotations over ten will count as extra credit.

Copies of articles and annotation sheets are available in BlackBoard. I will also have a binder with copies of the articles available at the reserve desk in the library.

Major Papers: Major papers will not be accepted late. You have at least two weeks before the final draft of any major assignment is due, so there is no reason for a paper to be submitted late. Should, for extenuating reasons, I be willing to accept your paper late, then I will assign late points as I deem appropriate.

3. **Format:** You will use MLA format. All submitted drafts must be word processed. Computers and printers are available to you in the library, the ACR, Red Paw Den, and in the Academic Learning Center (FH 213). All work completed in class must be legible. To receive the maximum number of points, you must follow directions. **Note:** Don't trust the classroom printer to be working when you need it to work. The classroom printer not working is not a valid reason for not turning in a paper on time.

4. **Honesty:** Please remember that real success comes from learning how to do the work yourself. Don't cheat. A college education costs too much for you to waste your time trying to figure out how to beat the system rather than figuring out how to learn the material. Furthermore, such behavior is dishonest. It makes you look very bad.

Academic dishonesty may result in your receiving a lower grade for an assignment (up to and including an "F"). A repeated instance of academic dishonesty may result in your receiving an "F" for the course and referral to the department chair. Please see the *SRSU Student Handbook* for a more complete discussion of academic honesty.

5. **Respect:** I want you to feel free to speak your mind in this class. However, we will share our ideas in a respectful manner. We don't have to agree with each other, but we do have to support each other's right to have a differing point of view.

6. **E-Mail, BlackBoard, and Office 365:** You will want to check your Sul Ross e-mail regularly. It is an easy way for me to stay in contact with you and for you to stay in contact with me. I will use BlackBoard to send messages to your class, provide you access to class assignments, and post your major paper grades. We will use BlackBoard in class. You need to be able to access both your SRSU e-mail, BlackBoard, and Office 365 accounts. If you need log-in help, please call 432-837-8888. Check your access early in the semester. I would recommend that you save your work on Office 365. This way you can access your work from any computer that has Internet access.

7. **Writing Help:** I strongly recommend that you have a tutor look at your work before you turn in the final draft. You have several options for getting help:

- a) Tutoring and Learning Center located in the library
- b) Smarthinking (online tutoring services available on BlackBoard) – be sure to allow 48 hours turnaround time.

8. **Accessibility Services:** 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

Schwartz in Counseling and Accessibility Services, Ferguson Hall, Room 112. The telephone number is 432-837-8203. The mailing address is P.O. Box C-171, Sul Ross State University, Alpine, Texas 79832.

9. Talk to Me: If you have questions or concerns, talk to me. I can't help if I don't know what the problem is.

10. Grading: Be sure to keep all of your graded work. Any time that you have questions about the grade that you have received on an assignment, please schedule a meeting with me to discuss your writing.

Also, I require that for each process paper (all but the diagnostic essays), you must turn in a packet of supporting materials. In this packet, **YOU MUST INCLUDE THE ROUGH DRAFT** (with revisions to the content in the final draft) **WITH A SIGNATURE AND COMMENTS**. I will not grade your paper if you have not also submitted your packet (with the rough draft as described). Turning in your packet is your first step in getting me to grade your work. Also, a daily grade is assigned to each packet, so getting it turned in will keep you from losing additional points.

Course Assignments:

Assignments	Possible Points	Points Earned
(Pre) Diagnostic Essay	100	_____
Summary Paper	100	_____
Rhetorical Analysis	100	_____
Critical Analysis	100	_____
I-Search Working Bibliography	100	_____
I-Search Paper	200	_____
(Post) Diagnostic Essay/Final Exam	100	_____
Daily Grade	100	_____
Annotations	100	_____
Total	1000	_____

Grading Scale:

- | | |
|-----------------------|-------------------------|
| 1000 - 900 points = A | 699 - 600 points = D |
| 899 - 800 points = B | 599 or fewer points = F |
| 799 - 700 points = C | |

Sul Ross State University

Dr. Stein
Spring 2018

CRN: 21562

ENG 1302
TR 12:30-1:45

Course Calendar

Note: Always bring your current writing assignment to class on a flash drive (or Office 365).

- Jan. 22 (T) **Discuss: Review Syllabus and Course Calendar.**
- Jan. 24 (R) **(Pre) Diagnostic Essay.**
- Jan. 25 (F) *Late Registration Ends*
- Jan. 29 (T) Introductions to Each Other.
Discuss: Introduction to Course; Critical Thinking and Argumentation; Annotation, Summary, and Paraphrase.
Assign: Summary Paper - "The Civil Rights Movement: Major Events and Legacies."
HW: Read and annotate "The Civil Rights Movement: Major Events and Legacies."
- Jan. 31 (R) Discuss: "The Civil Rights Movement: Major Events and Legacies"; MLA Format.
- Feb. 5 (T) Discuss: Logos.
HW: Read and annotate "I Have a Dream."
Peer Review: Rough Draft of Summary Paper.
Due: Rough Draft of Summary Paper (bring four copies to class; bring a copy on your flash drive).
- Feb. 6 (W) *Note: Census Day; after this date, any drop will count as one of your six allowed drops.*
- Feb. 7 (R) Discuss: Pathos and "I Have a Dream."
- Feb. 12 (T) Discuss: Ethos and "I Have a Dream"; MLA Works Cited.
Peer Edit: Final Draft of Summary Paper.
Due: Final Draft of Summary Paper (bring a copy on your flash drive) and Packet.
- Feb. 14 (R) Discuss: Literary Elements; "I Have a Dream."
Assign: Rhetorical Analysis - "I Have a Dream."
- Feb. 19 (T) Workshop: "I Have a Dream" Outline.
- Feb. 21 (R) Discuss: Quotations
Peer Review: Rough Draft of Rhetorical Analysis.
Due: Rough Draft of Rhetorical Analysis (bring four copies to class; bring a copy on your flash drive).
- Feb. 26 (T) **Discuss: Read and annotate "It Takes More Than a Major."**

- Feb. 28 (R)** Peer Edit: Final draft of Rhetorical Analysis.
Due: Final Draft of Rhetorical Analysis (bring a copy on your flash drive) and Packet.
- Mar. 5 (T) Discuss: "It Takes More Than a Major."
Assign: Critical Analysis – "It Takes More Than a Major."
HW: Read and Annotate "College Degree for Everyone?"
- Mar. 7 (R) Discuss: "College Degree for Everyone?"
Workshop: "It Takes More Than a Major."
HW: Read and annotate "Increasing College Completion as an Engine for Economic Growth."
- Mar. 12 (T) Discuss: ""Increasing College Completion as an Engine for Economic Growth."
Due: Rough Draft of Critical Analysis (bring four paper copies to class; bring a copy on your flash drive).
HW: Read and Annotate "Why Go to College?"
- Note: Mid-Term.*
- Mar. 14 (R) Discuss: "Why Go to College?"; In-text Citations
- Mar. 19 (T) Spring Break.
- Mar. 21 (R) Spring Break.
- Mar. 26 (T) Orientation to Library Research (meet in Library Classroom/2nd floor).
Homework: Read and Annotate "The Rising Cost of Not Going to College."
- Mar. 28 (R) Discuss: Creating a Working Bibliography.
Discuss: "The Rising Cost of Not Going to College."
Peer Edit: Final Draft of Critical Analysis
Due: Final Draft of Critical Analysis.
- Apr. 2 (T) HW: Read and Annotate "The Expanding Gender and Racial Gap in American Higher Education."
Assign: I-Search Working Bibliography and I-Search Paper.
- Apr. 4 (R) Library Work Day: I-Search Working Bibliography.
HW: "What Happens If I Don't Pay My Student Loan?"
- Apr. 9 (T) Library Work Day: I-Search Working Bibliography.
(Turn in your annotation for "What Happens If I Don't Pay My Student Loan?")
- Apr. 11 (R) Peer Review: I-Search Bibliography.
Discuss: "The Expanding Gender and Racial Gap in American Higher Education."
Due: Rough Draft of I-Search Working Bibliography (bring four paper copies to class; bring a copy on your flash drive).

HW: Read and Annotate “Who Benefits from Higher Education? An American Perspective.”

- Apr. 12 (F)* *Note: Last day for students to drop a class with a grade of “W.”*
- Apr. 16 (T) Discuss: “Who Benefits from Higher Education? An American Perspective.”
Workshop: I-Search Paper.
HW: Read and Annotate “Major Differences: Why Undergraduate Majors Matter.”
- Apr. 18 (R) Discuss: “Major Differences: Why Undergraduate Majors Matter.”
Peer Edit: I Search Working Bibliography.
Due: Final Draft of I-Search Working Bibliography (bring a copy on your flash drive) and Packet.
- Apr. 23 (T) Peer Review: Rough Draft of I-Search Paper.
Submit: I-Search Paper to Smarthinking.
Due: Rough Draft of I-Search Paper (bring four paper copies to class; bring a copy on your flash drive).
- Apr. 25 (R) Work Day; Individual Conferences for I-Search Paper.
- Apr. 30 (T) Work Day; Individual Conferences for I-Search Paper.
- May 2 (R) Work Day; Individual Conferences for I-Search Paper.
- May 7 (T) Peer Editing: Final Draft of I-Search Paper.
Due: Final Draft of I-Search Paper (bring a copy on your flash drive) and Packet.
- May 9 (R) Dead Day. No Classes.
- May 14 (M) **(Post) Diagnostic Essay/Final Exam: 10:15-12:15 p.m.**

This calendar is tentative and may be changed to best meet the needs of your class.