

## ENG 3312 ADVANCED COMPOSITION

FALL 2021

**Course:** Eng 3312

**Class meets in:** MAB 302 and online

**Days/Time:** TTh 11-12:15

**Instructor:** Dr. Rosemary Briseño

**Office:** MAB 112-B

**Office Hrs:** MWF 2-4; TTh 2-4

**Office phone:** 432-837-8152

**Fax:** 432-837-8714

### Required texts (*please ensure you acquire the correct edition!*)

- 1) *The Norton Sampler: Short Essays for Composition* edited by Thomas Cooley 9th Edition. W.W. Norton and Company. ISBN-13 : 978-0393602913
- 2) Other required readings and A/V materials will be provided by instructor

### Required Materials

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

### Course description:

An intensive study of writing techniques useful to the advanced writer. Areas of concentration include grammar, rhetorical strategies, and style.

### Course Learning Outcomes

By the end of the course, students should be able to:

- SLO 1 – Students will be able to construct documents that demonstrate unity, organization, coherence, and development, and are grammatically correct.
- SLO 2 – Students will be able to analyze and interpret literary works by applying principles of critical thinking, literary criticism, or theoretical engagement.
- SLO 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.

### 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.

**For Remote/Online Courses Only - SRSU Distance Education Statement** *(for those students enrolled in this course but the online version)*

Students enrolled in distance education courses have equal access to the university's academic support services, such as library resources, online databases, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should correspond using Sul Ross email accounts and submit online assignments through Blackboard, which requires secure login. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website. Directions for filing a student complaint are located in the student handbook.

**Educator Standards:**

For students seeking certification, this course will cover aspects of the following TEA educator competencies:

**English Language Arts and Reading EC-6 Subject I:**

Competency 004 (Literacy Development): The teacher understands that literacy develops over time, progressing from emergent to proficient stages and uses a variety of approaches to support the development of students' literacy.

Competency 006 (Fluency Reading): The teacher understands the importance of fluency for reading comprehension and provides many opportunities for students to improve their reading fluency.

Competency 007 (Reading Comprehension and Applications): The teacher understands the importance of reading for understanding, knows the components and processes of reading comprehension and teaches students strategies for improving their comprehension, including using a variety of texts and contexts.

Competency 009 (Reading, Inquiry, and Research): The teacher understands the importance of research and inquiry skills to students' academic success and provides students with instruction that promotes their acquisition and effective use of those study skills in the content areas.

Competency 010 (Writing Conventions): The teacher understands the conventions of writing in English and provides instruction that helps students develop proficiency in applying writing conventions.

Competency 011 (Written Communication): The teacher understands that writing to communicate is a developmental process and provides instruction that promotes students' competence in written communication.

Competency 012 (Viewing and Representing): The teacher understands skills for interpreting, analyzing, evaluating, and producing visual images and messages in various types of media, and provides students with opportunities to develop in this area.

Competency 013 (Assessment of Developing Literacy): The teacher understands the basic principles of literacy assessment and uses a variety of assessments to guide literacy instruction.

**English Language Arts and Reading 4-8 Domain II:**

Competency 004 (Reading Comprehension and Assessment): The teacher understands the importance of reading for understanding, knows components and processes of reading comprehension and teaches students strategies for improving their comprehension.

Competency 005 (Reading Applications): The teacher understands reading skills and strategies appropriate for various types of texts and contexts and teaches students to apply those skills and strategies to enhance their reading proficiency.

Competency 006 (Written Language—Writing Conventions): The teacher understands the conventions of written English and provides instruction that helps students develop proficiency in applying written conventions

Competency 007 (Written Language—Composition): The teacher understands that writing to communicate is a developmental process and provides instruction that promotes students' competence in written communication.

Competency 008 (Study and Inquiry Skills): The teacher understands the importance of study and inquiry skills as tools for learning in the content areas and promotes students' development in applying study and inquiry skills.

**English Language Arts and Reading 7-12 Domain**

Competency 001: The teacher understands and applies knowledge of relationships among the language arts and between the language arts and other aspects of students' lives and learning.

**Domain II:**

Competency 004: The teacher understands reading processes and teaches students to apply these processes.

Competency 005: The teacher understands reading skills and strategies for various types of nonliterary texts and teaches students to apply these skills and strategies to enhance their lifelong learning.

Competency 006: The teacher understands literary elements, genres, and movements and demonstrates knowledge of a substantial body of literature.

Competency 007: The teacher understands strategies for reading literary texts and provides students with opportunities to formulate, express, and support responses to literature.

Competency 008: The teacher understands and promotes writing as a recursive, developmental, integrative and ongoing process and provides students with opportunities to develop competence as writers.

Competency 9: The teacher understands effective writing and teaches students to write effectively in a variety of forms and for various audiences, purposes, and contexts.

### **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.

### **Confirming You Have Successfully Submitted Your Work**

You **MUST** use this two-step method to ensure your work was submitted correctly. Do not email me to check for you.

## **Confirming Submission of Your Blackboard Assignments, Methods 1 and 2**

### **METHOD 1:**

#### **Assignment Link**

Click on the Assignment link to view the submission history for that assignment. If you are allowed to make more than one submission, you will also see a **Submission History** that will display all your submissions by \*date and time. This is important to note especially when you are required to turn in your work by a specific deadline. If you dispute the day and time in which you claim you submitted your work, but Blackboard cites a different time/date (i.e. past the due date), you negate any possibility for any makeup work.

### **METHOD 2:**

#### **My Grades Tool**

You can also confirm your Assignment submission by accessing the **My Grades** area of a course. A yellow circle with a white exclamation point in the center will appear next to any Assignment that has been successfully submitted. You can access the submission history page by clicking either the name of the assignment or the yellow circle/white exclamation point icon.

## Tech Assistance

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

### Who should I contact?

<p><b>Online Support Desk</b></p> <p>☎ 888.837.6055 ✉ <a href="mailto:blackboardsupport@sulross.edu">blackboardsupport@sulross.edu</a></p> <p><b>Available: 24/7</b></p> <ul style="list-style-type: none"> <li>• Logging into Blackboard</li> <li>• Questions about Blackboard tools/software</li> <li>• Trouble with tests/quizzes/assignments</li> <li>• Error messages on Blackboard</li> <li>• Online course video problems</li> </ul>	<p><b>Lobo Technology Assistance Center (LTAC)</b></p> <p>☎ 888.837.2882 ✉ <a href="mailto:techassist@sulross.edu">techassist@sulross.edu</a></p> <p><b>Available: Monday-Friday 8 a.m. - 5 p.m.</b></p> <ul style="list-style-type: none"> <li>• Logging into your mySRSU/Banner/SRSU email</li> <li>• Campus computer, computer lab, or campus Wi-Fi issues</li> <li>• Security concerns with your SRSU or VPN account</li> <li>• Questions about Office 365 or OneDrive</li> </ul>
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## 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!**

### Class Attendance: 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 your responsibility to notify me before you will be absent, and to make arrangements to make up any assignment. You must notify me BEFORE you will be absent from class, not after. Work must be turned in BEFORE student is absent. **Student athletes:** You know ahead of time that you will be away at games; you MUST turn in work BEFORE you leave campus. 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. ***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:*

#### 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.

### **Makeup Work**

**Opportunities to make up assignments are available only for Authorized and/or Explained (extreme, urgent circumstances beyond university-sanctioned activities, given at the professor’s discretion)** 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.

### **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.

## 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. If the student cheats on the midterm or final, the student automatically fails the semester, whether this was their first offense or not. 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

**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 (cyber) 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 Rebecca Greathouse-Wren asap:

Counseling and Accessibility Services, Ferguson Hall, Room 112.  
P.O. Box C-171,  
Sul Ross State University, Alpine, Texas 79832. Telephone: 432-837-8203.

### Graded Course Requirements

#### Daily Work (Homework, In-Class Exercises, Journals & Quizzes)

.....40%  
Writing Assignments and homework will vary; most will be exercises testing your comprehension of assigned material, or previously assigned readings and/or class lectures. Other assignments will consist of various in-class writing exercises. Additionally, you will sometimes summarize lectures as a journal entry after certain class meetings. They will not be assigned on a daily basis; journals cannot be made up if you are absent. Quizzes will be also be assigned at the beginning of most class meetings, and they are usually unannounced.

#### Two major

essays.....40%  
Essays must follow MLA format, meet the minimum page requirement (4 full pages), and be accompanied with a correct Works Cited (does not contribute to the min page req).

#### Final Essay with PowerPoint & Presentation.....20%

Students will use what they learned this term. They will choose from various skill sets, theories, and examples, then teach a short lesson using PowerPoint and one lesson

### Grades

I do not change final grades *unless* I made an error calculating your grade. Always check your work and



the corresponding percentages that make up your final semester average. Make sure that any possible make up work has been uploaded.

- 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 2021 Tentative Schedule**

*(scheduled to change)*

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 ANNOUCEMENTS ON A DAILY BASIS; FAILURE TO DO SO WILL RESULT IN EARNING A LOWER COURSE GRADE.**

8/23-8/27: Course descriptions, protocols. Blackboard procedures. Discuss upcoming assignments (Integrity Statement, Diagnostic) Academic Integrity Statement . **DUE by Sunday 8/29 @11:59 pm**

9/19: Major essay #1 **DUE @11:59 pm**

10/18-10/22: Major Essay #2 DUE 10/22 @ 11:59 pm

11/15-11/18: Lesson and PowerPoint Presentations

11/24-11/26: Thanksgiving Holiday. No classes held.

12/7: Final essay **DUE by 11:59 pm.**

12/2: Dead Day

12/9: final grades for graduating students only due to Registrars by 12 noon

12/13: final grades for all remaining student due to Registrars by 12 noon