

ENG 3312 ADVANCED COMPOSITION

SPRING 2023

Course: Eng 3312
Class meets in: MAB 302
Class time: TTh, 11-12:15

Instructor: Dr. Rosemary Briseño
Office: MAB 112-B
Office Hrs: M-F 1-3
Office phone: 432-837-8152
Fax: 432-837-8714

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

- 1) No textbooks are required for this course; however, there are required readings and A/V materials that will be provided to students 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 and your email/Announcements daily!***

Course description:

An intensive study of writing techniques useful to the advanced writer. Areas of concentration include 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

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.

IMPORTANT BASIC INFORMATION ABOUT THE COURSE

1) 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.

2) Collaborate

This course sometimes uses Collaborate--- for office hours and to view recorded lectures. It is imperative that you can use Collaborate from wherever you are taking the course. You must know how this---and all other features of Blackboard works---*before* classes begin. Not knowing how is not excusable and is student negligence.

Here is how you log on to Collaborate:

- 1) Log into Blackboard, click on Collaborate in the left-hand menu
- 2) Click on the name of our class (Advanced Composition). A little office door icon appears to the very left of this
- 3) Click on Join Course Room
- 4) Make sure your webcam is ON and microphone are is MUTED

3) Optional Online Class Meetings and Recorded Lectures

From time to time, I will be recording lectures where you can view the material later.

To access a recorded lecture or meeting, follow these protocols:

- 1) Log into Blackboard, click on Collaborate in the left-hand menu
- 2) Click on the name of our class (Advanced Composition). A little office door icon appears to the very left of this
- 3) Click on the “hamburger”; this looks like three white lines. You can find this on the left-hand side of the window.
- 4) Click on Recordings
- 5) Choose the recording you’d like to view. You can identify the subject of the recording by reading the info that appears after the “/” symbol in the default title of the recording that Blackboard assigns.

4) Confirming You Have Successfully Submitted Your Work

EACH TIME YOU TURN IN AN ASSIGNMENT you **MUST** use this two-step method to ensure your work was submitted correctly. **FAILURE TO COMPLETE THIS STEP CAN RESULT IN YOUR WORK NOT BEING PROPERLY TURNED IN AND THIS WILL BE COUNTED AS A “0.”** 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>Online Support Desk</p> <p>☎ 888.837.6055 ✉ blackboardsupport@sulross.edu</p> <p>Available: 24/7</p> <ul style="list-style-type: none"> • Logging into Blackboard • Questions about Blackboard tools/software • Trouble with tests/quizzes/assignments • Error messages on Blackboard • Online course video problems 	<p>Lobo Technology Assistance Center (LTAC)</p> <p>☎ 888.837.2882 ✉ techassist@sulross.edu</p> <p>Available: Monday-Friday 8 a.m. - 5 p.m.</p> <ul style="list-style-type: none"> • Logging into your mySRSU/Banner/SRSU email • Campus computer, computer lab, or campus Wi-Fi issues • Security concerns with your SRSU or VPN account • Questions about Office 365 or OneDrive
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EXCLUSIVELY FOR ONLINE-ONLY COURSES!

Sul Ross State University allows a maximum of 20% absences in a course before an instructor drops a student for excessive absences. In this online course, "excessive absences" is defined as non-participation

in the course for three (3) weeks or more. Any student dropped for non-participation will receive an F in the course.

To avoid being dropped, you must participate regularly. Participation in the course is defined as

- logging in to the course to check activities and to read discussion boards,
- gaining access to and using supplemental materials,
- posting on discussion boards as scheduled, and
- turning in assignments in a timely manner

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).

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. Do not assume I know who you are because I have several students enrolled in different courses.**
- 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,” **AI-authored homework, ChatGPT, or other assistance where the student did not author the work they have turned in, 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 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 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 the counselor below asap.

Mary Schwartze

Counselor

Sul Ross State University

Ferguson Hall, Rm 112 C

maryschwartz@sulross.edu

432-837-8203

Graded Course Requirements

Two Major

Essays.....**40%**

4-6 pages, double spaced, not including Works Cited (must include 4-6+ sources)

Assignments/homework.....**30%**

Frequent quizzes, short in-class essay assignments; Reading Journal Chek-In, etc

Reading Journal.....**20%**

Students will keep an active, up-to-date reading journal of all reading assignments. This is to be turned in from time to time, for a grade (see Reading Journal Check-Ins below), and then, the entire, completed journal must be turned in at the end of the semester for a final grade which will make up 20% of the student's overall grade.

Student participation.....**10%**

Students will be graded on the following: promptness, participation (in class, attending class, office hours, emailing, staying engaged with course proceedings, ability to thoughtfully and respectfully engage with instructor and peers in and out of class). For specific grading criteria regarding student participation grade, please see below:

This rubric will be used to grade student participation:

0 (F): Absent (each time a student is absent, they will receive a "0" for that day's class participation. The only way this can be avoided is if the student has an excused absence (guaranteed to be waived) and/or an explained absence (not guaranteed to be waived) AND if the student notifies the professor ahead of time (not 5 mins before class begins and certainly not after class ends).

60 (D): Tries to respond when called but does not offer much in the way of class discussion.

Demonstrates very infrequent involvement in discussion

70 (C): Demonstrates adequate preparation. Offers straightforward information without elaboration.

Demonstrates sporadic involvement in discussion

80 (B): Demonstrates good preparation. Offers interpretation and analysis. Responds to other students constructively. Demonstrates consistent ongoing involvement

90 (A): Demonstrates excellent preparation. Offers analysis and synthesis. Puts together pieces of the discussion to develop new approaches.

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.

Spring 2023 Tentative Schedule

(scheduled to change)

For detailed information regarding assignments, due dates, etc., please read **Announcements** in Blackboard. Information regarding homework and assignments in the Announcements section takes precedence over that info in the syllabus. 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.**

- 1) January 18: First day of classes; read course syllabus and Welcome Guide. Get textbooks. Learn Blackboard. Submit letters of Accommodation, if necessary. Email professor with any questions regarding the course.
- 2) **Academic Integrity Policy DUE Sun 1/22 by 11:59 pm**
- 3) **Major Essay #1 DUE on Fri, 3/10 by 11:59 pm** under Major Essays tab in Blackboard
- 4) Spring Break March 13-17
- 5) March 22 midterms
- 6) April 7, Good Friday holiday
- 7) **Major Essay #2 DUE on Wed, May 10 by 11:59 pm** under Major Essays tab in Blackboard; last class day.
- 8) May 11, Thursday, Dead Day, no classes held
- 9) May 14, Sunday, **Reading Journal DUE by 11:59 pm**

-----END OF SPRING SEMESTER 2022-----