

Sul Ross State University

Department of Literature and Languages

ENGL 3312 • Advanced Composition • Summer II 2026

Instructor: Laura Payne, Ph.D.
Email: lbutler@sulross.edu
Office: BAB 316
Phone: 432-837-8744/8524
Office Hours: by appointment

Required Texts and Materials

- *The Norton Reader*, Sixteenth Edition.

Final drafts of all work must be typed in 12pt Times New Roman, double-spaced, and formatted in MLA style. Submissions must be made with Word documents or pdfs.

Course Description

English 3312 is an intensive, hands-on writing workshop designed to improve fluency in writing through reading student and professional writing, examining the purposes and effects of writing, and practicing extensively in both formal and informal formats. Coursework includes composition exercises, peer evaluation, and other forms of university writing such as essay examinations. The course aims for qualitative improvements in student literacy and in understanding the rhetorical modes and processes of nonfiction writing. We will examine and improve mastery of grammatical sentence structures to prepare students for professional and career writing expectations, including advanced writing skills in pedagogical settings. Upon completing this course, students should understand the various types of nonfiction approaches and be able to converse fluently in the language of composition.

Course Requirements

This course requires:

- substantial individual written work;
- peer collaborations through online discussions;
- active participation in class discussions of reading and writing assignments.

This class is a writing workshop. You may be required to produce any and all stages of the writing process— invention, rough draft, revised draft, edited draft, and final draft—for essays at various points in the term. Missing elements of the writing process for any single assignment may result in a grade reduction depending on which portions are absent; these are typically assessed as participation grades calculated at the end of the term and appear in the various platforms such as the course journal or discussion boards.

Students must complete satisfactory work and actively participate to pass English 3312. Good online attendance is required. Your faculty can see how much time you spend in online classes. Blackboard produces reports regarding class activity.

Major Assignments and Grading

Students are responsible for all assignments and must satisfactorily complete all major assignments to receive a passing grade in English 3312.

Assignment	Weight
Essay 1 — Narration	20%
Essay 2 — Exposition	20%
Essay 3 — Persuasion / Argument	20%
Course Journal Elements	20%
Discussion Boards	20%
Total	100%

Grading Scale

A	B	C	D	F
90–100%	80–89%	70–79%	60–69%	59% and below

Attendance Policy

English 3312 is conducted as a writing and discussion workshop that depends on the cooperation and collaboration of all participants. Being fully present in this class (i.e. keeping up with assignments each day) is in your own best interest. Research consistently shows that academic success is closely tied to time spent engaging in class. This is no less true in online environments.

Absences and Make-Up Work

Late work is only excused from late penalties for the following:

- University-sanctioned events
- Death of an immediate family member
- Illness for which a physician prescribes bed rest

All three categories require documentation. It is your responsibility to provide documentation within one day of the absence.

Late Work Policy

All major assignments are due at the beginning of the class period on the assigned date, unless otherwise noted. Late assignments will receive a full letter-grade deduction. For example, an assignment graded at a B will automatically be reduced to a C if submitted late.

You must complete all required work in English 3312 to receive a passing grade. Please contact me in advance if you anticipate difficulty meeting a deadline. The last day and time I will accept late work in this course is at two p.m. on the final day of class (i.e. the final exam day)

University Policies

Accessibility Services (ADA Statement)

Sul Ross State University (SRSU) is committed to equal access in compliance with the Americans with Disabilities Act of 1973. It is SRSU policy to provide reasonable accommodations to students with documented disabilities. It is the student's responsibility to initiate a request each semester for each class. To protect confidentiality, students seeking accessibility or accommodation services must submit the Accommodation Request Form located on the SRSU website. Students are welcome to call the Office of Accessibility Services at 432-837-8203 or visit Ferguson Hall, Room 112, with any questions regarding the process. Mailing address: PO Box C-122, Alpine, TX 79832.

Generative Artificial Intelligence (AI) Policy

The University does not recommend or endorse any specific AI tools or resources. Students should be aware that many generative AI tools (e.g., ChatGPT, Google Gemini, Microsoft Copilot) store user input and may use this data to train future models. For this reason, students should never upload or share personal, confidential, or identifiable information—such as names, ID numbers, health data, or assignment submissions containing such details—into any generative AI platform.

Students should verify whether any AI tool they use complies with student privacy standards as indicated by the University. The University is not liable for any adverse experience or impact when students interact with these tools.

In this course, students should avoid using generative AI sources unless permission is expressly given for a specific assignment. Unauthorized AI use may constitute a violation of the academic integrity policy.

Academic Integrity

Students in this class are expected to demonstrate scholarly behavior and academic honesty in the use of intellectual property. Students should submit work that is their own and avoid behaviors that violate academic integrity, including: submitting work used in whole or part for another course without permission; turning in another person's work as one's own; copying from professional works or internet sites without citation; collaborating on assignments when collaboration is forbidden; and using generative AI without express permission.

Any documented case of plagiarism or cheating will result in a zero for the assignment, which will likely result in an F for the course. Violations may also result in more serious university-level consequences. These behaviors erode the value of college degrees and higher education overall.

Student Responsibilities

All full-time and part-time students are responsible for familiarizing themselves with the Student Handbook and the Undergraduate & Graduate Catalog, and for abiding by all University rules and regulations. Students are responsible for checking their Sul Ross email as an official form of communication from the university. Every student is expected to obey all federal, state, and local laws and to familiarize themselves with the requirements of such laws.

Classroom Climate of Respect

This class fosters free expression, critical investigation, and the open discussion of ideas. All members of this course must help create and sustain an atmosphere of tolerance, civility, and respect for the viewpoints of others. We must all learn to probe, oppose, and disagree without resorting to intimidation, harassment, or personal attack. No one is entitled to harass, belittle, or discriminate against another on the basis of race, religion, ethnicity, age, gender, national origin, or sexual orientation.

Campus Resources

Library Services

The Bryan Wildenthal Memorial Library and Archives of the Big Bend in Alpine offers FREE resources and services to the entire SRSU community. Access and borrow books, articles, and more by visiting library.sulross.edu. Off-campus access requires logging in with your LoboID and password. Librarians are available in person, by email at srsulibrary@sulross.edu, or by phone at 432-837-8123.

No matter where you are based, public libraries and many academic libraries welcome the general public. SRSU TexShare Cardholders can access additional services at libraries across Texas. Learn more at library.sulross.edu/find-and-borrow/texshare/ or email srsulibrary@sulross.edu.

Mike Fernandez, SRSU Librarian, is based in Eagle Pass (Building D-129) and offers specialized services including InterLibrary Loan (ILL), ScanIt, and Direct Mail to get materials delivered to your home or via email.

University Writing Center

The University Writing Center offers free writing support to all SRSU students at any stage of the writing process—from brainstorming to final editing. Writing consultants can help with any type of writing assignment. Visit the Writing Center in Ferguson Hall or contact them for hours and appointment information.

Taking advantage of the Writing Center is especially valuable in a writing-intensive course like ENGL 3312. You are strongly encouraged to visit early and often.

Tutoring Center — The Lobo Den

The Lobo Den Tutoring Center offers FREE tutoring support to help you excel in your courses. Drop-in and scheduled appointments are available Monday–Friday, 8:00 AM–5:00 PM, in BWML Room 128. Contact tutoring@sulross.edu or call 432-837-8726 for more information.

Tutor.com offers FREE 24/7 online tutoring in over 200 subjects, including specialized support for ESL and ELL learners. Access Tutor.com through Blackboard.

Counseling Services

Sul Ross has partnered with TimelyCare to provide all SRSU students with access to nine free counseling sessions, available 24/7/365. Learn more at timelycare.com/sulross. The SR Counseling and Accessibility Services office also offers in-person counseling in Ferguson Hall, Room 112 (Alpine campus), and telehealth Zoom sessions for remote students.

Supportive Statement

I aim to create a learning environment that supports a variety of perspectives and experiences. I understand that unexpected life events—economic challenges, health concerns, or personal difficulties—may affect your ability to succeed. My commitment is to support you and help you meet the learning objectives of this course, in keeping with Sul Ross State University's mission to care for the whole student as part of the Sul Ross Familia. If your performance is being affected by circumstances outside of class, please don't hesitate to reach out. I want to be a resource for you.