

## ENGLISH 1302 WEEKLY CALENDAR – HCC – Fall 2015

### Monday/Wednesday

**Instructor: Ruba Afifi**

**Crn: 75785**

**Office Hours: By appointment only**

**Room: C129**

**Email: Ruba.afifi@hccs.edu**

### Important Dates:

August 24:	Classes Begin
September 7:	Offices Closed- Labor Day
<b>October 30:</b>	<b>Last Day for Administrative/Student Withdrawals (4:30pm)</b>
November 25:	No Night Classes Before Thanksgiving
December 6:	Instruction Ends
December 7-12:	Final Exams for 16 week semester 'Face to Face' Courses
December 13:	Semester Ends
December 14:	Grades Due by Noon
December 18:	Grades Available to Students

Link to the Academic Calendar:

<http://www.hccs.edu/district/events-calendar/academic-calendar/fall/fall-reg-term/>

### ATTENDANCE POLICY:

Attendance will be taken every class period and this policy will be enforced. HCCS policy states that a student who is absent more than 12.5% (6 hours) of class may be administratively dropped from the course. Coming in late or leaving early will constitute a tardy. All tardies will be counted toward your allotted absences. For example, if you are ten minutes late, ten minutes will be deducted from your 6 hours of possible absences. Three tardies equal one absence. Leaving early is the same as a tardy. Presenting the appearance of sleeping is the equal of one absence. It is the responsibility of the tardy student to make sure, after class, that her or his attendance has been recorded. Otherwise, such students will be considered absent. If students stop attending the class, it is their responsibility to formally withdraw by 4:30pm October 30, 2015. Any student who fails to do so will receive a grade of FX for the course.

After the official last day for student withdrawals, students who exceed the 6 hours of allowed absence will receive an FX as their final grade.

If absent or late to a class, the student is responsible for any information missed. Each student is to exchange phone numbers with at least three other students. After an absence, students are to find out what they missed before returning to class. Do not ask the instructor if anything important was missed.

### **CENSUS DATE**

Students who have no recorded attendance before the Census Date (the Official Day of Record) will be automatically dropped from the class by the Registrar. Students dropped for nonattendance will not be reinstated. The Census Date varies according to the session. Please refer to the Academic Calendar for the exact date for each session.

### **WITHDRAWAL POLICY**

The State of Texas has begun to impose penalties on students who drop courses excessively. For example, if you repeat the same course more than twice, you have to pay extra tuition. Beginning in the Fall of 2007, the Texas Legislature passed a law limiting first-time entering students to no more than six total course withdrawals throughout their academic career in obtaining a certificate or baccalaureate degree. There may be future penalties imposed. If you do not withdraw before the deadline, you will receive the grade that you are making as the final grade. This grade will probably be an "F." The last day to withdraw from a course is always posted on the Academic Calendar for each session. You should consult your professor, an HCC counselor, or HCC Online Student Services to learn what, if any, HCC interventions might be offered to assist you to stay in class and improve your performance. Such interventions could include tutoring, child care, financial aid, and job placement.

### **GRADES OF "W" AND "I"**

A grade of "W" is for "withdrawn." If you must withdraw from the course for any reason, be sure to complete the paperwork at the registrar's office by the last day of withdrawal (see academic calendar). An "I" is given for "incomplete." An "I" is for emergencies only and at the discretion of the professor. You have one semester to complete the missing work, and it is your responsibility to contact the professor to complete the work.

### **STUDENT COURSE REINSTATEMENT POLICY**

Students have a responsibility to arrange payment for their classes when they register, either through cash, credit card, financial aid, or the installment plan. Students who are dropped from their courses for non-payment of tuition and fees who request reinstatement after the official date of record can be reinstated by making payment in full and paying an additional \$75.00 per course reinstatement fee.

### **INFORMATION FOR INTERNATIONAL STUDENTS**

Receiving a "W" in a course may affect the status of your student visa. Once a "W" is given for the course, it will not be changed to an "F" because of a visa consideration. Please contact the International Student Office at 713-718-8520 with further questions or concerns.

### **SPECIAL CONDITIONS**

Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. Faculty are authorized to provide only the accommodations requested by the Disability Support Services Office. Contact Dr. Becky Hauri at 713-780-7909.

## **DUE DATES AND MAKE UPS**

Late essays will receive a 10 point deduction for each class period the essay is late. Late essays will not be accepted after one week. Please arrange a conference with me to discuss the reasons for any late essays. Please keep a copy of your essays for your own file; should an essay be lost, it is your responsibility to give me another. The English department regards a two week turnaround for the return of major essays, an appropriate time frame. No make-ups on daily class work! No make-ups on final exams! All work for the class must be turned in by the time and date of the final or it will not be calculated in your final grade.

## **ACADEMIC HONESTY**

Plagiarism results in a grade of zero on that project (includes drafts). Plagiarism includes, but is not limited to, using words and/or ideas from other sources without giving proper credit. Consult your online student handbook on scholastic dishonesty. Cheating and/or collusion also result in a grade of zero on that project. The second offense will result in a Failing grade for the course. Students should be aware that the professor will be using plagiarism detection software and Internet sources to check student work for potential plagiarism. **No opportunities for rewriting/resubmitting the plagiarized project will be given.** This policy will be strictly enforced.

*\*\* Pen.Section 32.49, effective 9/1/1997, HB0762*

*"It is an offense to sell, offer, or advertise for sale or delivery an academic product to another when the person knows or should reasonably know that the recipient intends to submit or use the academic product to satisfy an academic requirement of a person other than the person who prepared the product. It is a defense if the person is an instructor in or tutoring in research or writing, or editing short of substantial preparation or research, or typing or transcribing work. Punishment for all this is a class C misdemeanor."*

## **DIAGNOSTIC ESSAY**

All English 1302 students write a diagnostic essay during the first class session in order to confirm their placement in English 1302. The essay will not be graded or returned unless it must be used for placing a student into another English class. One goal of the Houston Community College English Department is to place you in an appropriate English class where you will learn and succeed.

## **HCC STUDENT EMAIL ACCOUNTS**

All students who have registered and paid for courses at HCC automatically have an HCC email account generated for them.

## **SOUTHWEST COLLEGE WRITING CENTERS**

The Southwest College Writing Centers provide a student-centered environment where professional tutors support student success for all HCC students. The primary goal of the Writing Centers is to offer convenient, personalized assistance to help students improve their writing at any stage of the writing process required in any courses at HCC. Tutors will also assist students with their job application letters, resumes, and scholarship/transfer essays. In one-on-one

consultations lasting about thirty minutes, tutors collaborate with students in understanding a writing assignment, developing ideas, shaping content, writing a thesis, drafting, revising, self-editing, and learning to proofread. Tutors will also assist students with learning about research and using sources. Furthermore, the Writing Centers offer access to computers and interactive websites for improving grammar skills. At the Southwest College Writing Centers, each tutoring session becomes a learning experience.

The Southwest College Writing Centers are located in Room N-110 (Scarcella Center) at the Stafford Campus and Room C-230 at the West Loop Campus. Tutoring is available during each semester Monday through Thursday 10:00 – 5:00. Additional hours, including Friday hours, will be posted each semester. A schedule of all Southwest College tutoring locations, days, and hours will be available during the second week of classes.

### **HCC ASKONLINE 24/7 ONLINE TUTORING**

AskOnline online tutoring strives to foster educational autonomy through asynchronous guidance in the writing process. It provides one-on-one feedback from faculty tutors on student writing in grammar, structure, content, organization, and critical thinking in all subject areas, not just English. Students can submit papers and questions 24/7/365 and can reasonably expect responses within 18 - 24 hours. All current HCC students can register at [hccs.askonline.net](https://hccs.askonline.net). We strongly suggest that all students view the 8-minute video on the log-in page before sending their first submission.

### **OPEN COMPUTER LAB**

Students have free access to the Internet and word processing in the open computer labs available at Southwest campuses. Check on the door of the open computer lab for hours of operation, or go to the Southwest Homepage and click on the Open Computer Labs link.

### **LIBRARY (LEARNING RESOURCE CENTER)**

The Southwest College has a Learning Resource Center at each campus for student use. The library provides electronic resources including a computerized catalog system as well as numerous data bases that contain full-text articles. Additionally, many of the required texts are on reserve in the library. Stop by your campus library to find out hours of operation.

### **STUDENT ORGANIZATIONS**

Organizations of interest to students taking English classes are:

**Southwest Writers** is a group of students who write and read their works (in a public forum as well as on the Internet) and receive peer support and constructive criticism. Students in this group create a supportive network to create poetry, fiction, drama, and non-fiction prose. Contact advisor Professor Chris Dunn at: [Christopher.Dunn@hccs.edu](mailto:Christopher.Dunn@hccs.edu).

**Phi Theta Kappa** is the honor society of two-year colleges. Students must earn a 3.5 grade point average and accumulate 12 credit hours. HCCS has a very active chapter: Omega Sigma. Numerous transfer scholarships are offered through this honors organization. Contacts are available at [www.omegasigma.org](http://www.omegasigma.org). The Southwest College advisor is Professor Eunice Kallarackal at [eunice.kallarackal@hccs.edu](mailto:eunice.kallarackal@hccs.edu).

The **Gender Studies Club** meets each month and online to discuss the roles of women and men in society and to investigate how sexual differences and cultural constructions of gender may affect identity. The club promotes awareness of gender issues on campus, encourages research and discussions of gender issues, hosts prominent speakers in the field, and serves the community. Contact Professor Marie Dybala at [marie.dybala@hccs.edu](mailto:marie.dybala@hccs.edu).

### **INCLEMENT WEATHER**

During inclement weather conditions, monitor major local channels for updates on school closings. As possible, the school will update the website with any closures. You can also check for school closings at [www.school-closings.net](http://www.school-closings.net).

### **ELECTRONIC POLICIES**

1. Turn off and put away all cell phones, beepers, text-messaging devices and other electronic devices when class starts. The sound of cell phones ringing during class is disruptive. Students should not leave the class to make a call or answer one (or worse--answer a call in class). Text-messaging during class means that you are not paying attention and displays your lack of respect for the professor.
2. No Bluetooth devices in ears allowed during class.
3. No MP3 players or other music devices with earphones allowed during class.
4. No laptops open during class without permission from professor.

### **USE OF CAMERAS AND RECORDING DEVICES**

Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. These devices are also not allowed to be used in campus restrooms. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations.

### **COMPUTER LAB POLICIES (FOR CLASSES LOCATED IN A COMPUTER LAB ONLY)**

No exceptions to the following rules will be made. The following rules will be strictly enforced.

1. NO cell phones.
2. NO palm pilots.
3. NO unauthorized chatting.
4. NO downloading AOL.com.
5. NO food or drinks.
6. NO printing personal information or downloading material unrelated to class. Printing is limited.
7. NO pornography.
8. NO hacking attempts or access to the numerous hacking sites.
9. NO students in the lab without an instructor.
10. Please log off but do NOT shut down the computer after use.
11. Only Microsoft Word can be used in the lab.

Microsoft Works will not convert, and students will not be able to use it.

12. Use a flashdrive or some other external method of saving work.

Students are not allowed to save to the hard drive of the computer. Students

should save their work frequently. Students must label their drives with name, professor's name, class, and class meeting time. Students might want to bring more than one drive.

13. Keyboard and mouse are not to be moved to the desktop for health reasons.

#### **OTHER COURSE POLICIES**

1. Please come to class on time and be prepared. Your attendance, active participation, and preparation are significant to your grade. Remember, when you are late to class or leave early, those minutes add up and count toward your allowable 6 hours of class time. I do keep track of this on my roll sheet.
2. You are responsible for missed material. It is the student's responsibility to obtain missed information. Do not expect the professor to be able to "sum up" the class in a few minutes time.
3. If you must leave early, please tell me before class starts. Once class starts, however, is not a good time for conferencing. Please tell me before class begins or wait until a class break.
4. Please stay in class once class begins. Take care of personal business before or after class. Leaving during class for a bathroom break, a trip to the vending machines, or to the hall to answer a phone call is disruptive and does count towards your missed class hours.
5. I dismiss class fifteen minutes early, so please do not pack books before class is dismissed.
6. Please do not chat with class colleagues during discussion.
7. The out-of-class essays must be typed using MLA Format. Please use Microsoft Word. The in-class essays will be written either in blue books purchased in the bookstore or on the computer in the computer lab.
8. Please remember that we are discussing current, sensitive, and controversial issues. Please be courteous to your classmates in your speech and tone—but do not be afraid to share your ideas. Good learning attitude, cooperative demeanor, and courteous behavior all go a long way with me!

## ENGLISH 1302 COURSE DESCRIPTION

English 1302 is a more extensive study of the skills introduced in English 1301 with an emphasis on critical thinking, research and documentation techniques, and literary and rhetorical analysis. English 1302 is a core curriculum course.

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## HCCS CORE CURRICULUM INTELLECTUAL COMPETENCIES AND EXEMPLARY EDUCATIONAL OBJECTIVES -- ENGLISH 1301 AND 1302

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### I. BASIC INTELLECTUAL COMPETENCIES IN HCCS CORE

- **READING:** Reading material at the college level means having the ability to analyze and interpret a variety of materials -- books, articles, and documents.
- **WRITING:** Writing at the college level means having the ability to produce clear, correct, and coherent prose adapted to purpose, occasion, and audience. In addition to knowing correct grammar, spelling, and punctuation, students should also become familiar with the writing process, including how to discover a topic, how to develop and organize it, and how to phrase it effectively for their audience. These abilities are acquired through practice and reflection.
- **SPEAKING:** Effective speaking is the ability to communicate orally in clear, coherent, and persuasive language appropriate to purpose, occasion, and audience.
- **LISTENING:** Listening at the college level means the ability to analyze and interpret various forms of spoken communication.
- **CRITICAL THINKING:** Critical thinking embraces methods of applying both qualitative and quantitative skills analytically and creatively to subject matter in order to evaluate arguments and to construct alternative strategies. Problem solving is one of the applications of critical thinking used to address an identified task.
- **COMPUTER LITERACY:** Computer literacy at the college level means having the ability to use computer-based technology in communicating, solving problems, and acquiring information. Core-educated students should have an understanding of the limits, problems, and possibilities associated with the use of technology and should have the tools necessary to evaluate and learn new technologies as they become available.

## II. EXEMPLARY EDUCATIONAL OBJECTIVES: ENGLISH 1302

By the time they have completed English 1302, students will

- demonstrate the ability to use consistently and effectively the writing process for both in-class and out-of-class essays (thus reinforcing English 1301 instruction);
  - understand and apply the basic principles of critical thinking—evaluation, analysis, and synthesis— as they write essays that persuade or argue;
  - be able to analyze, in writing, readings by professional and student writers (for such elements as purpose, audience tone, style, writing strategy, and for much deeper meanings);
  - be able to develop a critical and creative essay in response to an issue related to reading(s) or other class projects;
  - demonstrate the ability to resist simplistic formulations, whether in their own or others' texts;
  - understand the characteristics of imaginative texts and write effective analyses of various genres;
  - be able to acknowledge, as appropriate, their own history, interests, and biases as they discuss a topic, thus placing themselves credibly in the discussion;
  - develop the ability to research and write a documented paper;
  - make effective stylistic choices (diction, tone, sentence structure) in all writing assignments, depending upon the audience and purpose of a piece of writing;
  - apply suggestions, as appropriate, from evaluated compositions to other writing tasks; and
  - fulfill the writing requirements of the course, writing at least 6000 words during the semester.
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### Student Learning Outcomes for English 1302

1. Apply basic principles of rhetorical analysis.
2. Write essays that classify, explain, and evaluate rhetorical and literary strategies employed in argument, persuasion, and various forms of literature.
3. Identify, differentiate, integrate, and synthesize research materials into argumentative and/or analytical essays.
4. Employ appropriate documentation style and format across the spectrum of in-class and out-of-class written discourse.
5. Demonstrate library literacy.



### **Required Text:**

Schilb, John, and John Clifford. *Arguing About Literature: A Brief Guide*. Boston: Bedford/St. Martin's, 2014. Print.

### **Recommended Text:**

Glenn, Cheryl, and Loretta Gray. *The Harbrace Essentials*. Boston, MA: Wadsworth Cengage Learning, 2012. Print.

### **Grade Percentage:**

**10 % Essay 1: Short Story Fiction Analysis**  
**10 % Essay 2: Comparative Paper Poetry**  
**15 % Essay 3: In Class Midterm Drama**  
**20% Essay 4: Research Paper**  
**15% In Class Final Exam**  
**10% Quizzes**  
**10% Homework and In Class Assignments**  
**10% Group Project**

**August 24 (M)**- Class Introduction/Review of Syllabus. Diagnostic Essay. Homework: Buy book and materials. Print out last 2 pages of the syllabus (Weekly Calendar).

**August 26 (W)**- Discussion on What is Literature and writing styles. Homework: Read Chapter 1 in AaL.

**August 31 (M)**- Overview of different genres. Discussion on Ch.1, short stories, and MLA. Homework: Read Ch. 2 in AaL and Kate Chopin's *The Story of an Hour* (AaL pg. 428) and *The 'Cadian Ball* (On learning web)

**September 2 (W)** – Discussion on Ch. 2. Discussion on Chopin and regionalism. In class assignment *The Storm* (422). Essay 1 assigned. Homework: Read Ch.5 in AaL.

**September 7 (M)** – Labor Day. No Class.

**September 9 (W)**- Discussion on short fiction. *Desiree's Baby* (707). Homework: Read Edgar Allen Poe's *Tell Tale Heart* (On learning web).

**September 14 (M)**- Quiz on what is short fictions. Discussion on *Tell Tale Heart* and the romance genre. Class reading and writing assignment. Homework: Read Ch. 4. Read Carver's *What We Talk About When We Talk About Love* (411).

**September 16 (W)**- Discussion on "What We Talk About..." Work on rough draft of Paper 1. Homework: Read *Young Goodman Brown* by Nathaniel Hawthorne (806).

**September 21 (M)**- Discussion on *Young Goodman Brown* Homework: Work on Rough Draft due Wednesday. (-10 points if you do not have your rough draft ready for Wednesday's Peer Review).

**September 23 (W)**- In Class Peer Review. Homework: Essay 1 due Monday.

**September 28 (M)**- **Essay 1 Due.** Introduction to poetry. Examine Robert Frost poems. Paper 2 assigned. Homework: Start working on paper 2

**September 30 (W)**- Langston Hughes's "Let America be America again" pg. 658. In class assignment. Homework: Finish working on response for "Let America be America Again" due Monday.

**October 5 (M)** - In Class Group activity. Homework: Work on group activity outside of class.

**October 7 (W)**- Group activity continued and start presentations. Homework: Work on Essay 2 and group activities.

**October 12 (M)**- Presentations continued. Homework: Work on Paper 2 Rough Draft due Wednesday.

**October 14 (W)**- Peer Review for Paper 2. Homework: Paper 2 due Monday.

**October 19 (M)**- **Paper 2 due.** Introduction to plays and Antigone (pg. 854).

**October 21 (W)**- Discussion on *Antigone*. Homework: Continue reading *Antigone*

**October 26 (M)**- Discussion on *Antigone*. Homework: Continue reading *Antigone*

**October 28 (W)**- Discussion on *Antigone*. Homework: Prepare for Midterm.

**November 2 (M)** - **Midterm: In Class Essay (Bring Bluebook)**

**November 4 (W)**- Discussion on how to write argumentative essays. Homework: Read Ch. 6 in AaL.

**November 9 (M)**- In class analysis of *Letter from Birmingham Jail* by Martin Luther King Jr (pg. 923). Final essay assigned

**November 11 (W)**- Group Project assigned. Homework Read Ch. 9 of MLM.

**November 16 (M)**- Read Jonathan Swift's A Modest Proposal (pg. 63) and discuss

**November 18 (W)**- Groups 1 and 2 present.

**November 23 (M)**- Groups 3 and 4 present Homework: Bring rough draft of your research paper for peer review.

**November 25 (W)**- No evening classes.

**November 30 (M)** - Peer review and Group 5 presents. Homework: Work on final paper due on Wednesday.

**December 2 (W)**- **Research Paper Due.** In class assignment on current events.

**December 7 (M)**- **Review for Final Exam.**

Final Exam is on December \_\_\_\_\_ from \_\_\_:\_\_\_ until \_\_\_:\_\_\_.

*At the discretion of the instructor, there may be changes to the syllabus.*