



**Important Class Policies: Composition II**  
*ENGL 1302, CRN 55097, Professor Sylvia Garcia*  
*Spring 2018, TTh 9:30-10:50am*

***Attendance Policy:***

You are expected to arrive to every class *on time* and attend the full class. **If you miss more than four classes, you will either be dropped from the class or receive an FX for the semester.** Students who miss more than 25% of a class will be counted absent. There are no exceptions to this policy.

***Late Policy:***

All assignments, quizzes, and exams are due promptly on the day and time specified on the class schedule. **However, students will each be allowed *one exception* to this policy in the event of an emergency or if the student makes a reasonable request for an extension before the assignment is due.** No other exceptions will be made.

***Plagiarism and Cheating:***

In this class, plagiarism and cheating are not tolerated. **For the first offense, students will receive a 0 on the assignment without an opportunity to redo the assignment. For the second offense, students will receive a 0 in the class.** This policy applies to all assignments including homework, essays, and exams.

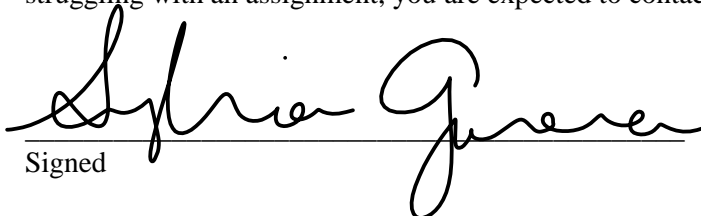
The following will be considered plagiarism:

1. Copying someone else's work word for word.
2. Using someone else's ideas without assigning that person credit. (This includes "borrowing" ideas from sources such as Spark Notes.)
3. Paraphrasing, but not giving credit to the source from where the information comes.
4. Using someone else's work, but replacing a few words, without assigning credit.
5. Using quotations as 50% or more of one's essay.
6. Submitting work that is not your own.

The following will not be considered plagiarism but must be corrected before the assignment is graded:

1. Submitting an essay without a Works Cited page that uses some form of research in the essay.
2. Submitting an essay that does not use in-text citations (when in-text citations are needed) to give credit to a person for their work.

**\*\*The following syllabus contains *all information* for this class including a calendar where all your reading and homework assignments are listed. If you foresee any issues completing an assignment or are struggling with an assignment, you are expected to contact the professor in advance of the deadline.**

  
Signed \_\_\_\_\_

**Course Calendar: Composition II**  
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**Spring 2018, TTh 9:30-10:50am**

**Required Materials:**

- *They Say, I Say: The Moves that Matter in Academic Writing*, 3<sup>rd</sup> Edition by Gerald Graff and Cathy Birkenstein
- *Claire of the Sea Light* by Edwidge Danticat

*This calendar is tentative. I will distribute revisions as I adapt instructions and materials to your needs.*

<i>Tuesday</i>	<i>Thursday</i>
<b>January</b>	
16: NO CLASS-School Closed Due to Weather	18: <b>Unit I: Responding to Literature</b>
23: Read Online: “In Defense of Saccharin(e)”	25: Read <i>They Say, I Say</i> : 1-15 “Entering the Conversation” and Read Online: “Harlem”
30: <i>Reading Assignment 1 Due</i> Read Online: “Cheap”	
<b>February</b>	
	1: <i>Rough Draft Due</i>
6: <b>Essay I Due</b>	8: <b>Unit II: Responding to Literary Criticism</b> Read <i>They Say, I Say</i> : 19-29 “Starting with What Others Are Saying”
13: <i>Team A Discussion Due</i> Read Online: “The Yellow Wallpaper”	15: <i>Team B Discussion Due</i> Read Online: “The Yellow Wallpaper” Critical Essay
20: <i>Team C Discussion Due</i> Read Online: “Trifles”	22: <i>Team D Discussion Due</i> Read <i>They Say I Say</i> : 42-51 “Quoting” and Read Online: “Trifles” Critical Essay
27: <i>Rough Draft Due</i>	
<b>March</b>	
	1: <b>Essay II Due</b>
6: <b>Unit III: Analyzing Literature</b> Read <i>Claire of the Sea Light</i> : 3-63 (ch. 1 & 2)**	8: <i>Reading Assignment 2 Due</i> Read <i>Claire of the Sea Light</i> : 64-120 (ch. 3 & 4)
13: NO CLASS-Spring Break	15: NO CLASS-Spring Break
20: <i>Team A Discussion Due</i> Read <i>Claire of the Sea Light</i> : 123-166 (ch. 5 & 6)	22: <i>Team B Discussion Due</i> Read <i>Claire of the Sea Light</i> : 167-239 (ch. 7 & 8)

27: <i>Rough Draft Due</i>	29: <b>Essay III Due</b>
<b>April</b>	
3: <b>Unit IV: Historical and Social Contexts in Literature</b> Read <i>They Say, I Say</i> : 68-77 “And Yet”	5: <i>Team C Discussion Due</i> Read Online: “The Prophet’s Hair”
10: <i>Team D Discussion Due</i> Read Online: “The Things They Carried”	12: <i>Reading Assignment 3 Due</i> Read <i>They Say, I Say</i> : 121-128 “Ain’t So/Is Not” and Read Online: TBA
17: Watch <i>A Raisin in the Sun</i>	19: NO CLASS-Spring Holiday
24: Watch <i>A Raising in the Sun</i>	26: <i>Rough Draft Due</i>
<b>May</b>	
1: <b>Essay IV Due</b>	3: Work on Final Project
8: <b>FINAL</b>	10: NO CLASS

\*\*For Unit III, I will not ask you to read from *They Say, I Say* as homework due to the demands of the novel we will be reading. However, I do expect you to bring your book to class because we will use our time in class to cover some of the information found in the textbook.

**Class Information: Composition II**  
*ENGL 1302, CRN 55097, Professor Sylvia Garcia*  
*Spring 2018, TTh 9:30-10:50am*

***Instructor Information:***

Ms. Sylvia Garcia-Palauro

Email: [sylvia.garciapalauro@hccs.edu](mailto:sylvia.garciapalauro@hccs.edu)

Office and Office Hours: TBA

Learning Web: <https://learning.hccs.edu/faculty/sylvia.garciapalauro>

***Course Description:***

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. Core curriculum course. Prerequisite: ENGL 1301 Composition I or its equivalent.

***Core Objectives:***

Given the rapid evolution of necessary knowledge and skills and the need to take into account global, national, state, and local cultures, the core curriculum must ensure that students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

Students enrolled in this core curriculum course will complete several essays, including at least one formal oral presentation designed to cultivate the following core objectives:

- *Critical Thinking Skills* – to include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information
- *Communication Skills* – to include effective development, interpretation, and expression of ideas through written, oral and visual communication
- *Personal Responsibility* – to include ability to connect choices, actions and consequences to ethical decision making
- *Teamwork* – to include the ability to consider different points of view and to work effectively with others to support a shared purpose of goal

***Core Student Learning Outcomes:***

Upon successful completion of this course, students will:

- Demonstrate knowledge of individual and collaborative research processes.
- Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.
- Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence.
- Write in a style that clearly communicates meaning, builds credibility, and inspires belief/action.
- Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.)

***English Program Learning Outcomes***

- Write in appropriate genres using varied rhetorical strategies.
- Write in appropriate genres to explain and evaluate rhetorical and/or literary strategies employed in argument, persuasion, and various genres.

- Analyze various genres of writing for form, method, meaning, and interpretation.
- Employ research in academic writing styles and use appropriate documentation style.
- Communicate ideas effectively through discussion.

**Grades:**

- 4 major writing assignments (70%)
    - Essay I: 10%
    - Essay II: 15%
    - Essay III: 20%
    - Essay IV: 25%
  - Participation (25%)
    - Daily Classwork: 10 %
    - Homework: 15%
  - Final Project (5%)
- Grading Scale:
- |               |              |             |
|---------------|--------------|-------------|
| ❖ A (90-100%) | ❖ C (70-79%) | ❖ F (0-59%) |
| ❖ B (80-89%)  | ❖ D (60-69%) |             |

**Class Expectations:**

To successfully complete this course, you are expected to fulfill the obligations of this class including coming to class prepared and on time, completing assignments, and participating in classroom discussions and activities. The failure to meet the expectations of this class will result in a failing grade.

For this class you will be required to keep up with the following: weekly reading assignments, homework assignments, and essay assignments. **Missed classwork cannot be made up at any time.**

- **Daily Classwork:** Students will receive a daily participation grade for completing a daily quiz and in-class writing activities.
- **Homework:** Homework for this class will consist of three reading assignments and two student-led class discussions.
- **Essays:** For this class, essay grades will be calculated in the following manner: 90% of the grade will be based on the finished essay and 10% will be based on peer review and the rough draft. Final essays will be submitted as hard copies and through Turnitin on Canvas.
- **Final Project:** In lieu of a final exam, students will complete a project which they will present to the class on the day of the final. Students will be graded on creativity and thoughtfulness.
- **All assignment instructions will be posted to Canvas.**
- **All assignments will be due online *before* you come to class.**

**Canvas and HCC Email:** For this class, you will use Canvas EagleOnline to access announcements, instructions, and readings, and to submit assignments. In addition, I will contact you via your HCC email or through Canvas, so please make sure you are regularly checking Canvas and your email account.

**Electronic Devices:** Keep all unapproved electronic devices out of sight during class. In the event of an emergency, please step outside the classroom so as not to disturb your classmates. Please be respectful of your classmate's time, your teacher's time, and your own time and keep your devices away during class.

**Personal Responsibility:** Success in this class comes with hard work. You will be accountable for completing your work, attending class, and participating in class lectures. When planning your time for this class, keep in mind you will need time to complete readings, homework assignments, and essays. Plan time to write as well as edit when working on essays. **It is advisable that you set aside, at minimum, five hours or more for writing each essay.**

**Student Resources: Composition II**  
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**Eagle Online Technical Support - call 713.718.5275, option 3**  
**IT (Password reset) Customer Support - call 713.718.8800, option 1**

*Reasonable Accommodations:*

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/district/students/disability-services/>

*Tutoring and Online Help:*

The Houston Community 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 free, convenient, and 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 job applications, resumes, and scholarship/transfer essays.

Consult Find-A-Tutor at <http://ctle3.hccs.edu/alltutoring/index.php?-link=stu> for Writing Center locations and times. After scheduling a session, be sure to bring any relevant information to your session, such as the assignment/writing prompt, any printed rough drafts, textbooks, and (if necessary) a flash drive.

*HCC Library:*

HCC has a Learning Resource Center at each campus for student use. The library provides electronic resources including an online catalog system as well as numerous databases that contain full-text articles all available at <https://library.hccs.edu>. Additionally, many of the required texts are on reserve at the library. Find out library locations and hours here: [http://library.hccs.edu/about\\_us/intersession\\_hours](http://library.hccs.edu/about_us/intersession_hours)

*Open Computer Labs:*

Students have free access to the internet and word processing in open computer labs available at HCC campuses. Check on the door of the open computer lab for hours of operation.

*Basic Needs:*

Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Dean of Students for support. Furthermore, please notify the professor if you are comfortable in doing so.

**HCC School Policies: Composition II**  
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*Academic Honesty:*

A student who is academically dishonest is, by definition, not showing that the coursework has been learned, and that student is claiming an advantage not available to other students. The instructor is responsible for measuring each student's individual achievements and also for ensuring that all students compete on a level playing field. Thus, in our system, the instructor has teaching, grading, and enforcing roles. You are expected to be familiar with the HCC's policy on Academic Honesty found in the catalogue. What that means is that if you are charged with an offense, pleading ignorance of the rules will not help you.

Just so there is no misunderstanding, plagiarism (using another's ideas or words without giving credit), collusion (unauthorized collaboration with another person in preparing written work offered for credit), and other forms of cheating will not be tolerated. To be accepted, all papers require proof of their development. Students who plagiarize, collude, or cheat may face disciplinary action including the grade of 0 for the assignment, an F for the course, and/or dismissal from the college. (See Student Handbook)

*Repeating Courses:*

Students who repeat a course three or more times will face significant tuition/fee increases at HCC and other Texas public colleges and universities. Please ask your instructor or counselor/advisor about opportunities for tutoring and/or other assistance prior to considering course withdrawal or if you are not receiving passing grades.

*Attendance:*

Attendance, preparedness, and participation are essential for your success in this course. **HCC does not differentiate between excused and unexcused absences. If you are not in class, you are absent.** HCC Policy states that you can miss up to but not exceeding 12.5% of class hours. If you miss more than this before the official date of record, you may be automatically dropped from the course.

*Withdrawal Policy:*

Before withdrawing from the course, it is important to communicate with your professor and counselors to discuss your options for succeeding in the course. If all other options have been exhausted, you may withdraw yourself, but the last date to withdraw this semester is **Tuesday, April 3**. Please remember that it is the student's responsibility to withdraw from a course. If you stop attending the class and don't withdraw by this date, you are subject to the FX grading policy.

*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 the visa consideration. Since January 1, 2003, International Students are restricted in the number of distance education courses that they may take during each semester. International students must have full-time enrollment status of 12 or more semester credit hours, and of these at least 9 semester credit hours must be face-to-face on-campus courses. Please contact the International Student Office at 713-718-8521 or email [int\\_student\\_svcs@hccs.edu](mailto:int_student_svcs@hccs.edu), if you have any questions about your visa status and other transfer issues.

*Final Grade of FX:*

Students who stop attending class or stop actively participating in class and do not withdraw themselves prior to the withdrawal deadline may either be dropped by their professor for excessive absences or be assigned the final grade of FX at the end of the semester. Students who stop attending classes or who stop

actively participating in classes will receive a grade of FX, as compared to an earned grade of F, which is due to poor performance. Logging into a DE course without active participation is considered non-attending.

Please note that HCC will not disperse financial aid funding for students who have never attended class. Students who receive financial aid but fail to attend class will be reported to the Department of Education and may have to pay back their aid. A grade of FX is treated exactly the same as a grade of F in terms of GPA, probation, suspension, and satisfactory academic progress.

*EGLS3 (Evaluation for Greater Learning Student Survey System):*

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Go to [www.hccs.edu/egls3](http://www.hccs.edu/egls3) for directions.

*Title IX Discrimination:*

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status-in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross  
Director EEO/Compliance  
Office of Institutional Equity & Diversity  
3100 Main  
(713) 718-8271  
Houston, TX 77266-7517 or Houston, TX 77266-7517 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu)

*Campus Carry:*

At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at <http://www.hccs.edu/district/departments/police/campus-carry/>.