



English 1302: Composition II

Southwest College, Stafford Campus
Spring Semester – Lecture – Credit: 3 SCH
CRN: 15749 – MoWe 8:00 – 9:30 | Scarcella Center, Rm N114
17 January 2017 – 14 May 2017 (16 weeks)

Instructor: Winifred Adair

Contact Information: winifred.adair@hccs.edu

Learning Web Page: <http://learning.hccs.edu/faculty/winifred.adair>

Office Hours: Contact for Appointment

Textbooks: *Current Issues and Enduring Questions*

Course Materials: Students will also need Blue Books (2), pocket folder (for portfolio), pen and paper, access to a computer and printer (school equipment is available), and a flash drive or other storage device.

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.

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 or action.
- Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.)

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 assignments 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 the 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 or goal.

Instructional Methods: Because not all students learn in the same way, a variety of instructional methods will be used. These methods include lecture, discussion, collaborative group work, presentations, multimedia, as well as graded and non-graded written responses.

Course Requirements: Students are required to complete all reading assignments, individual and group work, essays, midterm and final exams. Make-up tests are at my discretion.

Assignment Policies: Assignments must meet requirements as outlined in this document, verbally conveyed in class, and explained on assignment sheets. Assignments that do not meet requirements run the risk of getting an automatic zero. Late work will **lose a letter grade** for each week that it is late. You may not submit a paper for a grade in this class that has been submitted for a grade in another class unless I give **prior** permission. No extra credit, no curve.

Essays must be submitted to **Canvas** by the due date or risk a reduction in grade. You must provide evidence of a verifiable writing process by turning in working drafts and feedback from online or writing center tutors on the specified due date. If you have been told to seek the assistance of tutors or the writing center, you must turn in the annotated copy of your draft. Failure to do so will result in a loss of **ten** (10) points. Essays must be typed (Times New Roman or Arial font, 12pt—black ink only), and will be formatted in accordance with MLA manuscript guidelines. Essays must be transmitted in a manner that maintains the proper format. Failure to do so will result in a lower grade.

Students who **do not** have a “C” or better on the midterm **as well as** the final will not pass this course.

Assignments and Percentages:

Essay 1	10%	Midterm	10%
Essay 2	25%	Final	10%
Essay 3	25%		
Portfolio	20%		

Grading:

A (90-100%) Excellent work that demonstrates a clear understanding of the assignment, has few errors of any kind, and shows exceptional ability to communicate to a specific audience.

B (80-89%) Above average work that shows understanding of the writing topic, has few serious errors, and provides good communication with a specific audience.

C (70-79%) Average work that shows understanding of the writing topic, contains few errors that interfere with adequate communication.

D (60-69%) Below average work that fails to follow the assignment and/or fails to respond adequately to the writing topic, contains a number of serious errors, and demonstrates only marginal communication with a specific audience.

F (0-59%) Incomplete work, work that fails to follow the assignment, and/or work that fails to respond to the writing topic, contains a number of serious errors, and provides little communication with a specific audience

Student Support Services:

Libraries: 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

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.

Reasonable Accommodations: Houston Community College is dedicated to providing an inclusive learning environment by removing barriers and opening access for qualified students with documented disabilities in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. Ability Services is the designated office responsible for approving and coordinating reasonable accommodations and services in order to assist students with disabilities in reaching their full academic potential. In order to receive reasonable accommodations or evacuation assistance in an emergency, the student must be registered with Ability Services.

If you have a documented disability (e.g. learning, hearing, vision, physical, mental health, or a chronic health condition), that may require accommodations, please

contact the appropriate Ability Services Office below. Please note that classroom accommodations cannot be provided prior to your Instructor's receipt of an accommodation letter and accommodations are not retroactive. Accommodations can be requested at any time during the semester, however if an accommodation letter is provided to the Instructor after the first day of class, sufficient time (1 week) must be allotted for the Instructor to implement the accommodations.

Ability Service Contact Information:

Central College	713.718.6164
Coleman College	713-718-7376
Northeast College	713-718-8322
Northwest College	713-718-5422; 713-718-5408
Southeast College	713-718-7144
Southwest College	713-718-5910
Adaptive Equipment/Assistive Technology	713-718-6629; 713-718-5604
Interpreting and CART services	713-718-6333

Tutoring: 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 their job application letters, resumes, and scholarship/transfer essays.

Each session lasts about thirty minutes. Students should bring their professor's assignment/writing prompt, any printed rough drafts, their textbooks, and (if necessary) a flash drive.

Consult Find-A-Tutor at <http://ctle3.hccs.edu/alltutoring/index.php?-link=stu> for Writing Center locations and times.

At HCC Writing Centers, each tutoring session becomes a learning experience.

Important HCCS and Course Policies:

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)

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, which is equivalent to 6 hours. When you miss class, you are still responsible for what happens in class. Keep in mind that whatever the reason for your absence, you will still miss important course work. If you know you must be absent or if you have an emergency, let me know **before class** and make plans to meet with me in office hours. If you have more than four (4) absences before the official date of record **1 February 2017**, you may be automatically withdrawn from the course.

If I am not in class at class start time, wait 15 minutes for instructions from staff members. If a staff member fails to show, have everyone sign in on a sheet of paper with my name and the class identification number. Give the attendance sheet to the administrative staff. Utilize the time to work on your research paper.

Campus Safety: If you are on campus and need emergency assistance, call 713-718-8888 or, from any campus phone, 8-8888. Use this emergency number instead of 911, which gets routed back to the HCC Police Department dispatch thus lengthening response time to your emergency situation.

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 for directions.

Electronic Devices: Official HCC policy states that "the use of electronic devices by students in the classroom is up to the discretion of the instructor. Any use of such devices for purposes other than student learning is strictly **prohibited**. If an instructor perceives such use as disruptive and/or inappropriate, the instructor has the right to terminate such use. If the behavior continues, the student may be

subject to disciplinary action to include removal from the classroom or referral to the dean of student services. Students must obtain consent from an instructor in order to audio or video record any portion of classroom time. If a student is receiving an accommodation for a disability, the student may be required to sign a statement assuring that the recording is only for personal use and cannot be distributed.”

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.

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, if you have any questions about your visa status and other transfer issues.

Open/Campus Carry of Handguns: **No Firearms Are Allowed on Campus.** If you see anyone carrying a firearm on campus call the HCC Police Department at **8-8888** immediately.

Texas House Bill 910—known as the “Open Carry” law—provides holders of a handgun license may now carry their handgun visibly in a waist belt holster or a shoulder holster, but they may not openly carry on or in a college campus or building and they may not openly carry on any public or private driveway, street, sidewalk or walkway, parking lot, parking garage or other parking area of the college. Open Carry is effective as of January 1, 2016.

Campus carry and open carry are two (2) separate laws. Texas Senate Bill 11—known as the “Campus Carry” law—will allow individuals who have a valid Texas handgun license to carry a concealed handgun in certain areas on college campuses. The Campus Carry law becomes effective at 4-year institutions on August 1, 2016 and at 2-year institutions on August 1, 2017.

All information regarding both Open Carry and Campus Carry will be posted at <http://www.hccs.edu/campuscarry>.

Professionalism: This classroom is a place where everyone will be treated with respect regardless of gender, race, ethnicity, national origin, religious affiliation, sexual orientation, political beliefs, age, or ability. Diversity of thought is appreciated and encouraged provided you can agree to disagree. In other words, classroom discussion should be relevant to the topic as well as civilized and respectful to everyone. Discriminatory language and behavior is not acceptable in the classroom just as it is not acceptable in the workplace. Disruptive behavior will not be tolerated and may result in administrative withdrawal without a refund.

Do not disrupt the class by continually coming in late or leaving early. This is disrespectful to others in the class. If you arrive late, you need to contact me after class to ensure you are marked present. If you must leave early, notify me at the beginning of the class period. If there is a pattern of late arrivals or early departures, you will be marked absent for every two occurrences. HCC Attendance and Withdrawal policies will be applied.

Repeating Courses: Students who repeat a course for 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.

Title IX Discrimination: Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination. Information regarding these rights are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance.

It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations by logging in from your HCC student email account, go to www.edurisksolutions.org Go to the button at the top right that says **Login** and click. Enter your student number.

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 **3 April 2017**. 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.

Access Student Services Policies on their web site: <http://www.hccs.edu/district/students/student-handbook/>

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This schedule is subject to change

If a reading or video assignment is given, it must be completed **before** class on the date indicated. For example, read “Story of an Hour” **before** coming to class on 25 January.

Week 1

16 Jan MLK Observation

18 Jan Course Introduction, Writing Assessment

If you need to turn in papers etc. turn in at beginning of class

Name files for turn in: lastname.firstname.essay1

Set up MLA Formatting

Show how to use textbook

Assign: Syllabus Quiz and Grammar Quiz

Week 2

23 Jan Critical Reading/Thinking/Analysis Review

Due: Syllabus and Grammar Quiz

25 Jan Critical Analysis, Literary Analysis, Rhetoric

Read: “Story of an Hour” Chopin

Week 3

30 Jan Critical Analysis, Effective Word Choice

Read: “Story of an Hour” Chopin

“The Second Coming” Yeats

<https://www.poetryfoundation.org/poems-and-poets/poems/detail/43290>

Assign: 25 Word Story

1 Feb Critical Analysis, Visual Rhetoric

View: Coffins at Dover AFB, Delaware (p 150)

Read: pgs 141-51

Due: Thesis and three (3) paragraphs

Official Day of Record

2 Feb Last Day for 70% Refund

Week 4

6 Feb Audience and Appeals, Writing Process, Organization, Planning & Drafting

Introduction, Thesis, Topic Sentences, Paragraphs, Outline

In-class writing assignment

Due: 25 Word Story

8 Feb Writing Process, Drafting Paragraphs, Transitions, Conclusions

In-class writing assignment

Due: Research Topic

Last Day for 25% Refund

Week 5

13 Feb Editing, Proofreading, Peer Review

Due: Rough Draft

15 Feb Argument & Persuasion

Read: Plato and Crito

Due: Essay 1 [Critical Analysis]

Assign: Annotated Bibliography

Assign: Prompt for Essay 2 [Argument & Persuasion]

Week 6

20 Feb President's Day Observation

22 Feb Argument & Persuasion, Rhetorical Appeals

Read: "Man or Sheep?" Cave

Week 7

27 Feb Argument & Persuasion, Rhetorical Appeals

Due: Thesis with outline, topic sentences, and quotes

1 Mar Argument Evaluation, Rhetorical Appeals

Due: Annotated Bibliography for Essay 2

Week 8

6 Mar Midterm

8 Mar Midterm

13 Mar – 19 March Spring Break

Week 9

20 Mar Integrating Quotes, Citations

22 Mar Source Selection, Plagiarism, Integrating Quotes

Week 10

27 Mar Peer Review

Due: Rough Draft

Assign: Prompt for Essay 3 [Research Paper]

29 Mar Research Process, Planning

Due: Essay 2 [*Argument and Persuasion*]

Week 11

3 Apr Evaluating Sources, Plagiarism

Due: Newsfeed, Facebook, Tumbler information

Last day to withdraw (No refund)

5 Apr Research
Due: Topic, Issue, Research Questions

Week 12

10 Apr Rebuttals and Refutations
Due: Thesis, outline, topic sentences, and Annotated Bibliography

12 Apr Peer Review
Due: Rough Draft first three paragraphs

Week 13

17 Apr In class writing assignment
Due: Rebuttal/Refutation

19 Apr In class writing assignment
Due: Portfolio

Week 14

24 Apr Review Research
Due: Works Cited Page

26 Apr Peer Review
Due: Rough Draft

Week 15

1 May Final

3 May Final

Due: Essay 3 [*Research Paper*]

Week 16

8 May Evaluations, Assignment Pick-up

10 May Evaluations, Assignment Pick-up

14 May Semester Ends