

# English 1302 Syllabus (Spring 2021)

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**Instructor:** Caleb Humphreys

**Office:** Reese, Building 3, #313A

**Office Hours:** Monday/Wednesday: 11-1; Tuesday/Thursday: 12:15-1, Friday: 11-1 (by appointment)

**\*Office Hours are by appointment only.**

**EMAIL:** [chumphreys@southplainscollege.edu](mailto:chumphreys@southplainscollege.edu)

**Phone:** (806) 716-2537

**\*Email is the best way to contact me.**

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## Contact

The best way to contact me is via email (see above). However, if you have any issues, we can make other arrangements, like Zoom or another messaging service. If you have problems, simply contact me. I'm here to help.

I work hard to reply to emails within 24 hours Monday- Friday.

## Catalog Description

"This course is a continuation of ENGL 1301 and an intensive study of and practice in the strategies and techniques for developing researched-based expository and persuasive texts along with being an introduction to literature. The course emphasizes effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of a sampling of literary, verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions." (South Plains College Academic Catalog)

## Course Purpose

English 1302 has a two-fold purpose: it encourages critical writing by introducing the students to research and writing from sources, and it introduces the students to the study of literature, including short stories, drama, and poetry.

## Required Text

There is no required textbook for this class as all of the readings will be available online.

## Objectives and 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.
- Apply critical thinking to the study of literature and write essays which demonstrate that critical thinking.
- Use edited American English to 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.)
- Read and view videos of works of literature; analyze the use of literary devices (plot, point of view, theme, characterization, setting, symbolism, tone, etc.); participate in class discussions of the readings; and be tested over their understanding of the readings and lectures through quizzes, examinations, and/or written assignments.

## Essays

You will write several essays. The essays written in this course will start in draft form. The rough draft of an essay will only be graded for completion. This will give you the chance to practice the writing process and to improve on the essay through workshopping with peers, suggestions from the instructor, and self-analysis. The second draft will be graded.

## Course Work

Song Lyric Assignment	5%
Poetry Explication	10%
Character Analysis Assignment	5%
Researched Literary Argument	20%
Essay Drafts and Reviews	10%
Misc. Homework	30%
Exams (10% each)	20%

## Grade Availability

You will always have access to your current grades. Simply click on the "My Grades" link to view individual assignment grades and your current course average. You should check your grades weekly.

## Grading Timeline

Major assignments will be graded within two weeks.

## Submitting Essays

You will submit papers and reading responses under the "Writing Assignments" tab on Blackboard.

- Papers must be saved and submitted as Microsoft Word files (.doc or .docx). These are the only formats that Turnitin will readily accept.
- If I can't open your file, it will receive a zero.
- All written work must be formatted according to MLA style. (See link under the Links tab and MLA Handout under the Handouts tab.)
- Once your paper has been graded, you will be able to view my feedback.

## Late Work Policy

In order to treat all students fairly, late work will not be accepted in this course, unless there are extreme circumstances. All major assignment due dates are on the Course Schedule. See below.

## Methods of Evaluation

Student work is evaluated by means of A, B, C, D, and F: Superior, Good, Average, Poor, and Unacceptable. Numerical grades are assigned for convenience in averaging grades only. Essays and writing assignments will be evaluated according to the following criteria:

1. Use of the conventions of standard grammar.
2. Use of the appropriate method of development for the assignment.
3. Use of the principles of unity and coherence.
4. Use of logical, factual arguments to advance the thesis of the assignment.

## Academic Integrity

The guidelines set forth in the South Plains College catalog will be followed. From the catalog:

**Cheating:** Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length, as well as to final examinations, to daily reports and to term papers.

**Plagiarism:** Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of fellow student, is guilty of plagiarism. *Plagiarism* is another word for academic dishonesty and is a form of theft. All of the writing and the ideas in your writing (e.g., journals) must be your own. Any attempt to pass off the work of someone else as your own will result in an F for the course.

Failure to comply with this policy **will** result in a '0' (no credit) for the assignment and can result in an "F" for the course if circumstances warrant. Please note that essays cannot be "recycled" - reusing previous essays that you have written is

still a form of academic dishonesty. All writing in this class must be new and original.

### Turnitin

Work and essays written **MUST** be submitted to Turnitin via Blackboard. An unfavorable Turnitin report may result in a zero for the assignment. A failure to upload to Turnitin will result in a zero for the written work, regardless of quality.

### Blackboard, Internet Access, and Word Processors

Blackboard is the website host for our class, where you are able to view and access homework, view and print out class *PowerPoint* lessons, check your grades, view the syllabus, and utilize additional links. You will need internet access and a word processor to complete your homework assignments. If you do not have a computer or reliable internet access, you will need to plan time into your weekly schedule to use the SPC computer labs on the Levelland, Reese, or ATC campuses or find a computer with reliable, fast internet access and a word processor that you can use on a regular basis. Access our Blackboard course from the SPC homepage: <http://www.southplainscollege.edu/> or at:

<https://southplainscollege.blackboard.com.>

Frequently, you will need to view *PowerPoint* presentations and *Microsoft Word* files, as found under the *Course Content* tab. In order to fully participate in the course, you will need access to *Microsoft Office*. SPC provides *Office 365* for free for all students. You can download the programs here:

<https://office.com>

### Reading Assignments

Assigned reading is a requirement for this course. Readings will be assigned every day. Any information discussed in the assigned reading may be included in your exams, even if it was not explicitly mentioned in the lecture or PowerPoints.

### Reading Quizzes and Discussion Boards

It is especially important that you read the assigned texts. Therefore, in order to ensure that you are keeping up with the readings, you will be required to complete reading quizzes or

submit discussion board posts on Blackboard. Be sure, before taking the tests, to read each text carefully. You will not have time, once the quiz begins, to look up answers. These reading quizzes cannot be made up and will not be accepted late.

### Classroom Etiquette

Since you are college students, you are expected to conduct yourselves professionally:

1. Be respectful.
2. Bring all necessary materials (textbooks, notebook, writing utensil, etc.) to each class.
3. Any person disrupting class will be asked to leave.
4. Come to class prepared.

### Cellphones and Technology

Please do not use your cell phones during class except in the event of an emergency (talk with me about it first). Put your phone on silent, and do **NOT** text message during class.

- If you are expecting an important call, quietly step outside in order to avoid disturbing your fellow students.
- If you use your cell phone during class, you will be asked to leave. You will be counted absent.
- Personal laptops and tablets must remain closed and powered off during class, unless otherwise stated.

### Covid-19

It is the policy of South Plains College for the Fall 2020 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. These requirements are necessary because not everyone who is contagious exhibits symptoms of infection. Students who feel ill should follow University and health care provider guidelines for evaluating their health status, both to ensure the best health outcome for the student and also to limit transmission of COVID-19. However, even students who do not exhibit symptoms must abide by these face covering and social distancing rules at all times while on

campus. The full "Return to Campus Plan, Fall 2020" may be found at:

<https://www.southplainscollege.edu/emergency/SPCReturnToCampusPlans.pdf>.

**Face Masks:** All students must properly wear CDC-compliant face coverings while in SPC buildings including in classrooms, labs, hallways, and restrooms. Failure to comply with this policy may result in dismissal from the current class session. If the student refuses to leave the classroom or lab after being dismissed, the student may be referred to the Dean of Students on the Levelland campus or the Dean/Director of external centers for Student Code of Conduct Violation.

**Accommodations:** The Americans with Disabilities Act (ADA) regulations do not require or allow the college to alter operating policy as an accommodation. Anyone with concerns regarding health and the face covering policy may contact DeEtte Edens, BSN, RN at (806) 716-2376 to request a reasonable accommodation. Reasonable accommodations may include allowing a person to wear a scarf, a loose face covering, or face shield instead of a face mask, offering appointments by telephone or video calls, or offering enrollment in online courses.

**Personal Hygiene:** All students are encouraged to implement good hygiene measures such as washing hands regularly, using hand sanitizer, and covering coughs/sneezes. Hand sanitizing stations will be installed across all SPC locations.

**Social Distancing:** Face coverings are not a substitute for social distancing. Students shall observe CDC approved distancing guidelines in all instructional spaces, both indoors and outdoors. Students should avoid congregating around instructional space entrances before and after class sessions. Students should exit the instructional space immediately after the end of class to help ensure social distancing and to allow for those attending the next scheduled class session to enter.

**Exposure:** If you believe that you have been exposed to COVID-19, you should remain off campus. Contact your instructor or Health Services, DeEtte Edens, BSN, RN. If you are tested positive, please contact Health Services, DeEtte Edens, BSN, RN at (806) 716-2376 or dedens@southplainscollege.edu for quarantine guidance.

## Mental Health

Any student needing individual counseling for issues such as depression, anxiety, adjustment to college, stress management, and substance abuse may visit the Health and Wellness Center to chat, confidentially, with licensed mental health professionals who provide services free of charge to current SPC students. Call or visit on Levelland Campus (806)716-2529 from 8:00 am - 4:00 pm. Students wanting to set up a counseling session will have an option to be seen face-to-face or teleconference session via Doxy.me or Zoom platform. Both students and Health and Wellness employees will wear a mask during face-to-face appointments. The number of people in an office will be limited to allow for safe social distancing. Signs are posted on the front door advising students not enter if they are showing signs of illness. Students will be escorted to an appropriate office to ensure social distancing is maintained.

## Note to Students with Disabilities

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) (806) 716-2577, Reese Center (Building 8) (806) 716-4675, or Plainview Center (Main Office) (806) 716-4302 or (806) 296-9611.

## Tips for Success

1. Professional Writing. Your written work and communication should reflect that you are in a composition course. All essays should be written in scholarly, Standard Academic English.
2. Communicate. If you do not understand the assignment, call or email me. I am here to help you! However, try to contact me in a timely fashion. Do not email me the night before an assignment is due. I work hard to respond to emails within 24 hours, except on the weekends.
3. Be Organized. Give yourself enough time to complete each assignment. Do not fall behind in the course.
4. Be Studious. Internet courses require self-discipline, organization, and motivation. You need to set aside time each day to "attend" this class.



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### Diversity Statement

In this class, the instructor will endeavor to establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all participants to learn about others, about the larger world, and about themselves.

### Statement of Non-Discrimination

As your instructor, I do not discriminate on the basis of age, color, disability, ethnicity, gender, national origin, race, religion, sexual orientation or veteran status. You can find SPC's Non-Discrimination Policy Statement online.

**\*\*Note: The instructor reserves the right to modify the course syllabus, policies, and schedule at any point during the semester. Students will be notified of any changes.**

# Schedule

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Note: This is **NOT** your homework calendar; it is a brief overview of the major assignments in the course. There will also be weekly readings and assignments.

**Personal Narrative due Sunday, February 14<sup>th</sup> by 11:59pm**

**Poetry Explication due Sunday, March 7<sup>th</sup> by 11:59pm**

**Poetry Exam due Sunday, March 7<sup>th</sup> by 11:59pm**

**Character Analysis due Sunday, March 21<sup>st</sup> 16 by 8pm**

**Research Paper due Sunday, May 2<sup>nd</sup> by 11:59pm**

**Finals Week – Final Exam due Monday, May 10<sup>th</sup> by NOON**