

Syllabus for English 1302- Composition II

Professor: Mark Laskowski

Class Location: 013 ACC Elgin Campus room 1201

Time: 10:30-11:50 am

219 ACC Elgin Campus room 1285

Time: 12:00-1:20 pm

Office Hours: Mon & Wed 8:15-10:15 am

Office Location: Adjunct Office 2nd floor

Email is preferred means of communication: mark.laskowski@austincc.edu

Phone: voicemail or text **512-718-1877**

Optional textbook: The Story and Its Writer, ninth edition, by Ann Charles

Recommended supplies: Laptop or tablet, pens, pencils, highlighters of various colors, paper/spiral for notes, folder to keep assignments, essays and drafts organized

COURSE DESCRIPTION

ENGL 1302—English Composition II (3 credit hours)

ENGLISH 1302 is a continuation of English 1301 with intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. The course will emphasize 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.

USE OF ACC EMAIL

All College e-mail communication to students will be sent solely to the student's ACCmail account, with the expectation that such communications will be read in a timely fashion. ACC will send important information and will notify students of any college-related emergencies using this account. Students should only expect to receive email communication from their instructor using this account. Likewise, students should use their ACCmail account when communicating with instructors and staff. Information about ACC email accounts, including instructions for accessing it, are available at: <http://www.austincc.edu/help/accmail/questions-and-answers>

PREREQUISITES

Enrollment in ENGL 1302 requires credit for ENGL 1301, or its equivalent, with at least a grade of C. Student will present proof as needed, and professor will verify.

INSTRUCTIONAL METHODOLOGY

This course will include lectures, small group/collaborative activities, use of electronic media, out-of-class reading, and in-class writing workshops.

COURSE OVERVIEW

In Composition II, students will deepen their practice in analytical and persuasive writing, with a significant focus on incorporating research. Students will learn to write effectively within academic and other public writing contexts. Toward this end, students will analyze texts chosen by the instructor (these texts may be primarily literary or may be drawn from other fields), and they will conduct independent research with the help and guidance of the instructor.

COURSE OBJECTIVES/RATIONALE

The goals of **Composition II** are to promote

- Critical thinking, reading, writing, and research within an intercultural context
- Clear, coherent, confident, and effective communication
- Collaborative learning
- Literary and other textual analysis
- Rhetorical methods, research strategies, and conventions of MLA documentation

COURSE STUDENT LEARNING OUTCOMES

Upon completion of English 1302, students will be able to

- Analyze and interpret a variety of texts through literary, critical, and/or contextual approaches.
- Write objectively, concisely, and analytically in a style that clearly communicates meaning, builds credibility, and inspires belief or action
- Demonstrate knowledge of individual and collaborative research processes
- Develop ideas and synthesize primary and secondary sources within focused academic arguments, including two or more research-based essays
- Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence
- Apply the conventions of style manual appropriate to the English discipline (MLA)

DISCIPLINE/PROGRAM STUDENT LEARNING OUTCOMES:

The following outcomes are developed in all Composition courses:

- expanded critical reading ability;
- strengthened written communication skills, characterized by
 - ability to write to the specifications of an assignment;
 - ability to develop a thesis, locate and select credible sources applicable to the thesis, and write an essay of the specified length that responds to the thesis;
 - ability to use standard American English writing conventions (grammar, spelling, usage, punctuation, and formatting) and the ability to communicate to readers with clarity and fluency.
- improved critical thinking, characterized by
 - examination of multiple components of a larger issue,
 - synthesis and evaluation of multiple perspectives,
 - consideration of moral/ethical questions.

CORE OBJECTIVES (GENERAL EDUCATION LEARNING OUTCOMES)

- Upon completion of the general education component of an Associate's Degree, students will demonstrate competence in:
- **Critical Thinking Skills (CT)** - creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Communication Skills (COM)** - effective development, interpretation and expression of ideas through written, oral and visual communication
- **Teamwork (TW)** - ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Social Responsibility (SR)** - intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities
- **Personal Responsibility (PR)** - ability to connect choices, actions and consequences to ethical decision-making

REQUIREMENTS: ESSAYS AND ASSIGNMENTS

This course will emphasize analysis of the rhetoric of short stories using the seven elements of fiction—**central idea, character, conflict, point of view, setting, language, and tone.**

Students will submit 5 essays over the course of the semester, including an essay known as the departmental exam, for a total minimum of 4000 words (including revisions and short writing assignments). In each essay students must demonstrate their mastery of research methods and MLA documentation style by using parenthetical documentation and providing a list of works cited containing at least one primary source and a variety of secondary sources where appropriate.

COURSE OUTLINE

How Does Fiction Tell the Truth?

Unit #1 – Elements of Fiction and Poetry: The Impact of Image and Irony

Unit #2 – Narration Technique and The Power of Point of View

Unit #3 – The Unreliable Narrator and Building Suspense

Unit #4 – Finding Her Voice: The Rise of Feminist Literature

Unit #5 – Strange Departures: The Power of Symbolism and Allegory

Unit #6 – Science Fiction and Fantasy: Exploring the Human Condition

Professor Laskowski will provide specific written guidelines for each assignment and may require part or all of at least one paper to be written under supervision. In addition, he will assign readings from various genres that support the requirements of the departmental exam.

Professor Laskowski will also assign:

- readings
- quizzes
- multiple drafts
- other activities that will affect final grades

GRADING

Mr. Laskowski will assign letter/number grades to all required major essays. Students may be given the opportunity to draft and revise required essay assignments one or more times (instructor will determine how many times revision will be allowed/required and how final grade will be awarded). Major essays and mid-term exam will be worth 100 points each. In addition, daily assignments will be combined and averaged for another 100 point grade (these will be tracked in Google Classroom). ACC also requires Students to pass the Departmental Exam (see description below) with a minimum grade of “C” to pass this course.

THE DEPARTMENTAL EXAM

The Departmental Exam is an exit-level exam taken under supervision in a Testing Center. The student will be given a story to read and then will write an analysis of at least 600 words. The instructor will provide more detailed instructions about the exam, which will be evaluated-“**PASS**” OR “**RETEST**” only. If the student does not pass the Departmental Exam on the first try, the student may retest **once**. Students who do not pass on the second attempt will receive a grade of D or F for the course.

- The Departmental Exam is a Pass/Fail Exam. An instructor may not assign points to the exam. The exam may not be revised for a higher grade. The exam may not be given in the classroom. Students will not receive the story before the exam.
- Students must have at least a C average to be eligible to take the Departmental Exam.

The English 1302 Departmental Exam will require students to write an essay discussing a variety of elements of fiction. Students must demonstrate the following:

- **Coherence, analytical thinking, and an understanding of the story**
- **Adherence to stylistic, grammatical, and mechanical conventions**

WITHDRAWAL POLICY (Last day to drop without failing is Monday, April 25, 2022)

While the instructor has the right to withdraw the student, it is the student's responsibility to withdraw. If you accrue more than the allowable number of absences after the withdrawal deadline, or if you do not submit the required number of essays, you may fail the course. Students may withdraw from the course prior to the withdrawal deadline by submitting a withdrawal form to Admissions and Records. **However, it is important to know that The Texas State Legislature has passed a bill stating that students who first enroll in public colleges and universities beginning in Fall 2007 and thereafter may not withdraw from more than six classes during their undergraduate college career. See ACC Student Handbook for further information.**

AWARDING OF "INCOMPLETE" AS A FINAL GRADE

This can only be temporary and will only be done on a case by case basis after conferencing with Prof. Laskowski, (and Mr. Conrardy and Mr. Gordon for CRCA students.)

ACADEMIC MISCONDUCT AND PLAGIARISM

Austin Community College values academic integrity in the educational process. Acts of academic dishonesty/misconduct undermine the learning process, present a disadvantage to students who earn credit honestly, and subvert the academic mission of the institution. The potential consequences of fraudulent credentials raise additional concerns for individuals and communities beyond campus who rely on institutions of higher learning to certify students' academic achievements and expect to benefit from the claimed knowledge and skills of their graduates. Students must follow all instructions given by faculty or designated college representatives when taking examinations, placement assessments, tests, quizzes, and evaluations. Actions constituting scholastic dishonesty include, but are not limited to, plagiarism, cheating, fabrication, collusion, falsifying documents, or the inappropriate use of the college's information technology resources. Further information is available at <https://www.austincc.edu/about-acc/academic-integrity-and-disciplinary-process>

Plagiarism can be defined as using the words and ideas of another writer without acknowledging the debt. Plagiarism takes many forms, including the omission of parenthetical citations, the failure to place quotation marks around direct or modified content taken from another source, and another person writing the essay for the student. It is of utmost importance for students to understand that in academic and professional life, plagiarism of any kind is absolutely unacceptable. Therefore, acts of plagiarism, major or minor, may have serious repercussions, which could include a failing grade, expulsion from the class, and/or disciplinary action on the part of the College. Specific policies can be found in individual faculty syllabi; College policies can be found in the [ACC Student Handbook](#).

Plagiarism also includes collusion, a problem that happens when someone other than the student contributes a substantial portion of the essay for the student. Please note that having a friend or paid tutor contribute to a paper in the form of adding content or extensive revising or editing will be considered collusion, a form of plagiarism.

STUDENT TECHNOLOGY SUPPORT

Austin Community College provides free, secure drive-up WiFi to students and employees in the parking lots of all campus locations. WiFi can be accessed seven days a week, 7 am to 11 pm. Additional details are available at <https://www.austincc.edu/sts>.

Students who do not have the necessary technology to complete their ACC courses can request to borrow devices from Student Technology Services. Available devices include iPads, webcams, headsets, calculators, etc. Students must be registered for a credit course, Adult Education, or Continuing Education course to be eligible. For more information, including how to request a device, visit <http://www.austincc.edu/sts>.

Student Technology Services offers phone, live-chat, and email-based technical support for students and can provide support on topics such as password resets, accessing or using Blackboard, access to technology, etc. To view hours of operation and ways to request support, visit <http://www.austincc.edu/sts>.

Health & Safety Protocols

Operational areas of ACC campuses and centers are fully open and accessible through all public entrances. The college encourages its staff, faculty, and students to be mindful of the well-being of all individuals on campus.

If you feel sick, feverish, or unwell, please do not come to campus.

Some important things to remember:

- If you have not done so, ACC encourages all students, faculty, and staff to get vaccinated. COVID-19 vaccines are now widely available throughout the community. Visit www.vaccines.gov/ to find a vaccine location near you.
- Campuses will remain open to faculty, staff, and students with additional protocols. Beginning Monday, January 10, ACC will reinstitute health screenings at the door using the [Appian Health Screening App](#). Each building will have at least one entrance staffed with screening personnel. Health screenings are required for all who come to campus. If you're exhibiting symptoms of COVID-19 or have tested positive, the app will provide you information about steps you can take to report your illness.
- If you are experiencing COVID-19-related symptoms, please get a COVID-19 test as soon as possible before returning to an ACC facility. Testing is now widely available. To find [testing locations near you, click this link](#).
- If you test positive, please report it on the [ACC self-reporting tool located here](#).
- On Friday, August 13, 2021, the ACC Board of Trustees unanimously approved a face mask mandate at ACC. Effective August 20, 2021, anyone who is 2 years of age or older will be required to wear a face mask in all ACC buildings.
- The college asks that we all continue to respect the personal space of others. We are encouraging 3 feet of social distancing.
- Please be sure to carry your student, faculty, or staff ID badge at all times while on campus.

Because of the everchanging situation, please go to ACC's Covid website at <https://www.austincc.edu/coronavirus?ref=audiencemenu> for the latest updates and guidance.

Student Rights & Responsibilities

Students at ACC have the same rights and protections under the Constitution of the United States. These rights include freedom of speech, peaceful assembly, petition and association. As members of the community, students have the right to express their own views, but must also take responsibility for according the same rights to others and not interfere or disrupt the learning environment. Students are entitled to fair treatment, are expected to act consistently with the values of the college, and obey local, state, and federal laws.

www.austincc.edu/srr

As a student of Austin Community College you are expected to abide by the Student Standards of Conduct.

<https://www.austincc.edu/students/students-rights-and-responsibilities/student-standards-of-conduct>

Senate Bill 212 and Title IX Reporting Requirements

Under Senate Bill 212 (SB 212), the faculty and all College employees are required to report any information concerning incidents of **sexual harassment, sexual assault, dating violence, and stalking** committed by or against an ACC student or employee. Federal Title IX law and College policy also require reporting incidents of

sex- and gender-based discrimination and sexual misconduct. This means faculty and non-clinical counseling staff cannot keep confidential information about any such incidents that you share with them.

If you would like to talk with someone confidentiality, please contact the District Clinical Counseling Team who can connect you with a clinical counselor on any ACC campus: (512) 223-2616, or to schedule online: <https://www.austincc.edu/students/counseling> .

While students are not required to report, they are encouraged to contact the Compliance Office for resources and options: Charlene Buckley, District Title IX Officer, (512) 223-7964; compliance@austincc.edu .

If a student makes a report to a faculty member, the faculty member will contact the District Title IX Officer for follow-up.

Student Complaints

A defined process applies to complaints about an instructor or other college employee. You are encouraged to discuss concerns and complaints with college personnel and should expect a timely and appropriate response. When possible, students should first address their concerns through informal conferences with those immediately involved; formal due process is available when informal resolution cannot be achieved.

Student complaints may include (but are not limited to) issues regarding classroom instruction, college services and offices on the basis of actual or perceived race, color, national origin, religion, age, gender, gender identity, sexual orientation, political affiliation, or disability.

Further information about the complaints process, including the form used to submit complaints, is available at: <http://www.austincc.edu/students/students-rights-and-responsibilities/student-complaint-procedures>

Statement on Privacy

The Family Educational Rights and Privacy Act (FERPA) protects confidentiality of students' educational records. Grades cannot be provided by faculty over the phone, by email, or to a fellow student.

Recording Policy

To ensure compliance with the Family Education Rights and Privacy Act (FERPA), student recording of class lectures or other activities is generally prohibited without the explicit written permission of the instructor and notification of other students enrolled in the class section. Exceptions are made for approved accommodations under the Americans with Disabilities Act.

Recording of lectures and other class activities may be made by faculty to facilitate instruction, especially for classes taught remotely through BlackBoard Collaborate or another platform. Participation in such activities implies consent for the student to be recorded during the instructional activity. Such recordings are intended for educational and academic purposes only.

Safety Statement

Health and safety are of paramount importance in classrooms, laboratories, and field activities. Students are expected to learn and comply with ACC environmental, health and safety procedures and agree to follow ACC safety policies. Emergency Procedures posters and Campus Safety Plans are posted in each classroom and should be reviewed at the beginning of each semester. All incidents (injuries/illness/fire/property damage/near miss) should be immediately reported to the course instructor. Additional information about safety procedures and how to sign up to be notified in case of an emergency can be found at <http://www.austincc.edu/emergency>

Everyone is expected to conduct themselves professionally with respect and courtesy to all. Anyone who thoughtlessly or intentionally jeopardizes the health or safety of another individual may be immediately dismissed from the day's activity and will be referred to the Dean of Student Services for disciplinary action.

In the event of disruption of normal classroom activities due to an emergency situation or an outbreak of illness, the format for this course may be modified to enable completion of the course. In that event, students will be provided an addendum to the class syllabus that will supersede the original version.

Campus Carry

The Austin Community College District concealed handgun policy ensures compliance with Section 411.2031 of the Texas Government Code (also known as the Campus Carry Law), while maintaining ACC's commitment to provide a safe environment for its students, faculty, staff, and visitors. Beginning August 1, 2017, individuals who are licensed to carry (LTC) may do so on campus premises except in locations and at activities prohibited by state or federal law, or the college's concealed handgun policy.

It is the responsibility of license holders to conceal their handguns at all times. Persons who see a handgun on campus are asked to contact the ACC Police Department by dialing 512-223-1231. Please refer to the concealed handgun policy online at <http://austincc.edu/campuscarry>

Discrimination Prohibited

The College seeks to maintain an educational environment free from any form of discrimination or harassment including but not limited to discrimination or harassment on the basis of race, color, national origin, religion, age, sex, gender, sexual orientation, gender identity, or disability.

Faculty at the College are required to report concerns regarding sexual misconduct (including all forms of sexual harassment and sex and gender-based discrimination) to the Manager of Title IX/Title VI/ADA Compliance. Licensed clinical counselors are available across the District and serve as confidential resources for students.

Additional information about Title VI, Title IX, and ADA compliance can be found in the ACC Compliance Resource Guide available at:

https://drive.google.com/file/d/1xfmZHOPD_H1wgGKq1N7Irv6gvXxOXzbZ/view

Use of the Testing Center

The Testing Centers will allow only limited in person testing and testing time will be limited to the standard class time, typically one and one-half hours. Specifically, only the following will be allowed in the Testing Centers:

- Student Accessibility Services (SAS) Testing: All approved SAS testing
- Assessments Tests: Institutionally approved assessment tests (e.g., TSIA or TABE)
- Placement Tests: Placement tests (e.g., ALEKS)
- Make-Up Exams (for students who missed the original test): Make-up testing is available for all lecture courses but will be limited to no more than 25% of students enrolled in each section for each of four tests

Programs incorporating industry certification exams: Such programs (e.g., Microsoft, Adobe, etc.) may utilize the ACC Business Assessment Center for the industry certification exams (BACT) at HLC or RRC

STUDENT SUPPORT SERVICES

The success of our students is paramount, and ACC offers a variety of support services to help, as well as providing numerous opportunities for community engagement and personal growth.

Student Support

ACC strives to provide exemplary support to its students and offers a broad variety of opportunities and services. Information on these campus services and resources is available at_

<http://www.austincc.edu/students>. A comprehensive array of student support services is available online at: <https://www.austincc.edu/coronavirus/remote-student-support>

Student Accessibility Services

Austin Community College (ACC) is committed to providing a supportive, accessible, and inclusive learning environment for all students. Each campus offers support services for students with documented disabilities.

Students with disabilities who need classroom, academic or other accommodations must request them through Student Accessibility Services (SAS).

Students are encouraged to request accommodations when they register for courses or at least three weeks before the start of each semester they are enrolled, otherwise the provision of accommodations may be delayed. Students who have received approval for accommodations from SAS for this course must provide the instructor with the legal document titled "Notice of Approved Accommodations (NAA)" from SAS.

Until the instructor receives the NAA from the student accommodations should not be provided. Once the NAA is received, accommodations must be provided. Accommodations are not retroactive, so it is in the student's best interest to deliver the NAA on the first day of class.

Please contact SAS@austincc.edu for more information.

Academic Support

ACC offers academic support services on all of its campuses. These services, which include online tutoring, academic coaching, and supplemental instruction, are free to enrolled ACC students. Tutors are available in a variety of subjects ranging from accounting to pharmacology. Students may receive these services on both a drop-in and referral basis.

[An online tutor request can be made here:](https://de.austincc.edu/bbsupport/online-tutoring-request/)
<https://de.austincc.edu/bbsupport/online-tutoring-request/>

[Additional tutoring information can be found here:](https://austincc.edu/onlinetutoring)
austincc.edu/onlinetutoring

Library Services

ACC Library Services offers both in-person and extensive online services, with research and assignment assistance available in-person during limited hours of service. Although all college services are subject to change, plans include ACC students signing up for study space and use of computers at open libraries, extensive online instruction in classes, online reference assistance 24/7 and reference with ACC faculty librarians. In addition, currently enrolled students, faculty and staff can access Library Services online (also 24/7) via the ACC Library website and by using their ACCeID to access all online materials (ebooks, articles from library databases, and streaming videos). ACC Libraries offer these services in numerous ways such as: "Get Help from a Faculty Librarian: the 24/7 Ask a Librarian chat service," an online form for in-depth research Q and A sessions, one-on-one video appointments, email, and phone (voicemail is monitored regularly).

Library Website: <http://library.austincc.edu>

Library Information & Services during COVID-19: <https://researchguides.austincc.edu/LSinfoCOVID19>

Ask a Librarian 24/7 chat and form: <https://library.austincc.edu/help/ask.php>

Library Hours of Operation by Location: <https://library.austincc.edu/loc/>

Email: library@austincc.edu

Student Organizations

ACC has over seventy student organizations, offering a variety of cultural, academic, vocational, and social opportunities. They provide a chance to meet with other students who have the same interests, engage in service-learning, participate in intramural sports, gain valuable field experience related to career goals, and much else. Student Life coordinates many of these activities, and additional information is available at <http://sites.austincc.edu/sl/>.

Personal Support

Resources to support students are available at every campus. To learn more, ask your professor or visit the campus Support Center. All resources and services are free and confidential. Some examples include, among others:

- Food resources including community pantries and bank drives can be found here: <https://www.centraltexasfoodbank.org/food-assistance/get-food-now>
- Assistance with childcare or utility bills is available at any campus Support Center: <http://www.austincc.edu/students/support-center>.
- The Student Emergency Fund can help with unexpected expenses that may cause you to withdraw from one or more classes: <http://www.austincc.edu/SEF>.
- Help with budgeting for college and family life is available through the Student Money Management Office: <http://sites.austincc.edu/money/>.
- A full listing of services for student parents is available at: <https://www.austincc.edu/students/child-care>
- The CARES Act Student Aid will help eligible students pay expenses related to COVID-19: <https://www.austincc.edu/coronavirus/cares-act-student-aid>.

Mental health counseling services are available throughout the ACC Student Services District to address personal and or mental health concerns: <http://www.austincc.edu/students/counseling> .

If you are struggling with a mental health or personal crisis, call one of the following numbers to connect with resources for help. However, if you are afraid that you might hurt yourself or someone else, call 911 immediately.

Free Crisis Hotline Numbers:

- Austin / Travis County 24-hour Crisis & Suicide hotline: **512-472-HELP (4357)**
- The Williamson County 24-hour Crisis hotline: **1-800-841-1255**
- Bastrop County Family Crisis Center hotline: **1-888-311-7755**
- Hays County 24 Hour Crisis Hotline: **1-877-466-0660**
- National Suicide Prevention Lifeline: **1-800-273-TALK (8255)**
- Crisis Text Line: **Text “home” to 741741**
- Substance Abuse and Mental Health Services Administration (SAMHSA) National Helpline: **1-800-662-HELP (4357)**
- National Alliance on Mental Illness (NAMI) Helpline: **1-800-950-NAMI (6264)**

USE OF STUDENT WORK

WRITTEN ARTIFACTS FROM THIS COURSE MAY BE USED FOR RESEARCH AND PUBLICITY PURPOSES AFTER THE COURSE HAS ENDED. PAPERS AND ANYTHING USED WILL HAVE STUDENT NAMES REMOVED TO MAINTAIN STUDENT CONFIDENTIALITY. IF YOU DO NOT WANT YOUR WRITTEN WORK USED FOR THESE PURPOSES, PLEASE SEND AN EMAIL TO YOUR INSTRUCTOR THAT STATES YOU WOULD LIKE TO OPT-OUT. OPTING OUT WILL HAVE NO EFFECT ON YOUR GRADE.