### Instructor Information

Instructor:  
Kate Earney  
Office:  
CHARTS 414  
Mailbox:  
CHARTS 4th floor  
Hours:  
MW: 7am – 8am; TTh: 7am – 8am, 9:25am – 10:40am; F: 8am - noon  
Phone:  
501.812.2832  
Email:  
kearney@uaptc.edu

*All emails and telephone calls will receive a response within two business days.

Chair:  
Logan Oliver  
501-812-6060  
loliver@uaptc.edu

Dean:  
Christy Oberste  
501-812-2869  
coberste@uaptc.edu

*If your emails and telephone calls do not receive a response within two business days, the appropriate chain of command is above.

### Course Information

#### Catalog Description

3 Credit Hours (3 hours lecture per week)

This course offers further study of principles and techniques of expository and persuasive composition, analysis of texts, research methods, and critical thinking.

PREREQUISITE: Completion of English 1311 (or an equivalent course) with a grade of “C” or better, and one of the following requirements:

- A score of 19 or above on the Reading section of the ACT
- A score of 78 or above on the ACCUPLACER Reading Comprehension Placement test
- A score of 83 or above on the COMPASS Reading Placement
- Completion of READ 0300 (Foundations of Literacy) with a grade of “C” or better

#### Course Materials


#### Mission Statement

University of Arkansas – Pulaski Technical College provides access to high-quality education that promotes student learning and enables individuals to develop to their fullest potential.

#### Institutional Learning Outcomes and General Education
UA-PTC supports a college-wide institutional learning assessment program which concerns effective instructional methods and promotes student learning achievement by assessing:

1. Communication
2. Critical Thinking
3. Cultural Awareness
4. Information Literacy
5. Professionalism
6. Quantitative Literacy
7. Technology Literacy

For more information, please consult the following website: https://uaptc.edu/sla

**Department / Program Learning Outcomes**

The Languages and Communication Department, consistent with the College’s mission and the Division’s objectives, encourages the success of its students in all technical fields and academic disciplines by promoting:

1. Critical and creative thought
2. Effective argumentation with a focus on tone, purpose and audience
3. Academic Integrity
4. Independent thinking and learning
5. Written communication on a collegiate level
6. Exposure to various cultures and subcultures
7. The influence of culture on individuals and their work
8. Collaborative study and writing

**Student Learning / Course Outcomes**

ACTS #ENGL 1023

The student will:

1. Respond appropriately to various rhetorical situations, purposes, and audiences
2. Use writing and reading for inquiry, learning, thinking, and communicating
3. Integrate original ideas with those of others
4. Develop flexible strategies for generating, revising, editing, and proof-reading
5. Use collaborative writing processes
6. Demonstrate knowledge of structure, paragraphing, tone, mechanics, syntax, grammar, and documentation
Composition I focuses on communicating ideas clearly. Students practice methods of drafting, including how to create a thesis and how to support and develop that thesis in a focused, thorough, and stylistically appropriate essay that demonstrates awareness of audience and the conventions of medium and genre. The class will focus on writing strategies such as invention, arrangement, drafting, and revision, including teamwork with the instructor and/or classmates in the writing process, fluency issues such as the use of transitions, and the correction of major usage errors. The class requires students to read texts critically and to practice good scholarship through the conventions of style and documentation. Students practice integrating summary, paraphrase, and quotation into their own original compositions. Students write a minimum of fifteen pages of formal writing to be divided among at least four major compositions that address higher-order critical thinking skills (evaluation, analysis, and synthesis), including a research paper that incorporates material from quality sources.

Policies

Report a Complaint or Concern

UA-PTC takes very seriously complaints and concerns regarding the institution. Most complaints or concerns of a specific nature should be initiated and resolved at the campus level through normal college processes whenever possible. UA - Pulaski Technical College receives and resolves complaints using a variety of methods. To report a complaint or concern, please follow the link below.

https://www.uaptc.edu/report-a-concern-complaint

UA-PTC Attendance Policy

Education at UA-PTC requires students’ active involvement in the learning process. Thus, students are expected to attend all classes and actively engage in all learning assignments and/or opportunities provided in their classes. Class attendance should be treated as mandatory by all students as attendance will be taken by all instructors during the first two weeks of class. Additionally, a written policy on student attendance that is tied to course objectives and included in a course syllabus will be provided for each course by instructors.

Departmental Attendance Policy

We will be working through one unit every two weeks (with the exception of Unit One), so students will be required to log in and participate at least once during each two-week time period. Within this syllabus is a full schedule of when essays are due, but there will be other, smaller assignments and assessments posted in each unit.

Due to a recent federal law, in an online class eligibility for financial aid is now based on student participation. Logging in to the course does not constitute participation. Examples of participation include - but are not limited to - posting to the discussion board, submitting an assignment or blog post, taking a test or quiz, or emailing the instructor about the course. Students who do not participate will not be able to collect financial aid for an online class.

IMPORTANT: Any student who does not log in or does not complete the Syllabus Quiz within the first unit of class will be considered a “no-show,” according to the campus attendance policy and will be reported as such (and therefore dropped from the class).
Course Policies

The UA-PTC Catalog rules and regulations will be enforced in this course at all times. Please consult the following website for more information: https://www.uaptc.edu/catalog

Professional behavior is required. Punctual attendance and intelligent participation are expected. Particulars as determined by the instructor are detailed in the paragraph below.

Appropriate behavior is expected for all communications, including any notes, email messages, or telephone conversations. Some guidelines for communication are included in this syllabus to help you.

1) Be respectful of others and their opinions.
   a. No messages or posts meant to harass, humiliate, defame, or threaten another student will be tolerated.
   b. No messages that contain spam or pornographic images or links will be tolerated.
   c. Do not type in all caps. Such posts are hard to read and may be considered aggressive.
   d. Do not plagiarize your posts. Credit sources when appropriate.

2) I will not tolerate disruptive or rude students. If you have concerns about the course, please contact me privately to discuss them.

Grading Policy

Letter grades will be based on the following scale:

<table>
<thead>
<tr>
<th>Percentage Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90 to 100%</td>
<td>A</td>
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<tr>
<td>80 to 89%</td>
<td>B</td>
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<tr>
<td>70 to 79%</td>
<td>C</td>
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<tr>
<td>60 to 69%</td>
<td>D</td>
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<tr>
<td>0 to 59%</td>
<td>F</td>
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<table>
<thead>
<tr>
<th>Course Requirement</th>
<th>Rough % of Final Grade</th>
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<tbody>
<tr>
<td>Paper 1 (100 pts)</td>
<td>10%</td>
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<tr>
<td>Paper 2 (100 pts)</td>
<td>10%</td>
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<tr>
<td>Paper 3 (100 pts)</td>
<td>10%</td>
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<tr>
<td>Annotated Bibliography (100 pts)</td>
<td>10%</td>
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<tr>
<td>Research Paper (200 pts)</td>
<td>20%</td>
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<tr>
<td>Quizzes (200 pts)</td>
<td>20%</td>
</tr>
<tr>
<td>Discussion Posts (100 pts)</td>
<td>10%</td>
</tr>
<tr>
<td>Informal Assignments (100 pts)</td>
<td>10%</td>
</tr>
<tr>
<td>Total = 1000 pts</td>
<td>100%</td>
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</tbody>
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Assignments:

Students will read short stories, literary criticism, poems, other works by published authors, and write four formal essays. One of the essays will be a literary analysis research paper of 1,000 words or more. Students will also be given various prompts for discussion posts.

You will be assessed in this course through the following types of assignments:

- Formal writing assignments
- Quizzes
- Discussion posts
- Informal assignments

A) Formal Writing Assignments – (Points variable - 5 total)

Students will write four formal essays and one annotated bibliography. These formal writing assignments must be correct in grammar, spelling, punctuation, and documentation. Students will have access to specific writing prompts for each of the formal writing assignments via Blackboard.

B) Quizzes (50 points each – 4 total)

Throughout the eight-week semester, students will be asked to take quizzes over assigned reading material. These quizzes are worth 20% of the total grade for this course and will require students to demonstrate preparedness and comprehension for the required reading assignments.

C) Discussion Posts (25 points each – 4 total)

As we read various works of short fiction and poetry, students will be required to submit discussion posts in which they consider specific elements of the text (examples: characters, narration, setting, imagery, etc.). Discussion posts must be at least 300 words. Students will be provided with prompt questions for each assigned discussion post.

D) Informal Assignments (20 points each – 5 total)

Students will be required to complete several informal writing and research-based assignments throughout the eight-week semester. These assignments are scheduled and designed to assist students through the reading, researching, and writing processes. All informal assignments will be submitted through Blackboard.

In addition to these other modes of assessment, students are also expected to participate in the class by commenting on discussion posts. Your comments must illustrate critical thinking and genuine consideration for the topic upon which you are commenting. “I agree” or “Good job” are not acceptable comments.

* Instructors have one week to provide feedback and post grades for all assignments unless otherwise noted by a departmental policy that has been approved by the Dean of the School.

**English faculty have two weeks to provide feedback and post grades for papers 1000 words or more.

In an online class, eligibility for Financial Aid is based on student participation. Logging into the course does not constitute participation. For purposes of roster certification, students must complete a gradable attendance artifact.
Academic Integrity

It is expected that all students who attend UA-PTC conduct themselves in a manner appropriate for the college experience. Academic integrity is a vital component of collegiate behavior. The UA-PTC catalog states, “The gaining of knowledge and the practice of honesty go hand-in-hand.”

The catalog also states, “The responsibility and authority of initiating discipline arising from violations of the rules against dishonesty during the process of the course are vested in the instructor of that course.”

The complete Academic Integrity Policy is in the UA-PTC code of conduct.

Plagiarism

It is expected that all writing that you submit in a class is your own original work, and that any sources of information that you consult are fully cited and properly integrated into your writing.

Regardless of intent, any paper that contains any form of plagiarism will earn a 0% for the assignment. Most plagiarism is accidental and results from mishandling of research or inadequate citations. Examples of accidental plagiarism include:

- word-for-word copying from any source without the use of quotation marks;
- failure to completely cite all quoted, summarized, or paraphrased material from a presented source;
- improper paraphrasing (i.e., paraphrased information that retains the grammatical structure and/or vocabulary of the original source).

In the case that any student plagiarizes information with the intent of cheating on a writing assignment, the instructor may choose a more severe penalty at their discretion. Examples of blatant plagiarism include:

- submitting any amount of material from the Internet or another outside source as if it is the student’s original composition;
- copying material from a source with no attempt at using quotation marks and/or citation of the source;
- paraphrasing material from a source with no attempt at documentation of the source;
- reuse of material from previous classes without the instructor’s express permission;
- simultaneously using material from another class without the permission of both instructors involved;
- buying papers;
- letting others write part or all of a paper; and
- all other instances in which the student attempts to circumvent creating an original composition for that assignment and/or attempts to deceive the audience about the sources used when composing the assignment.

You should review the information about plagiarism in textbooks and the Academic Integrity Policy in the UA-PTC Student Handbook, as it is your responsibility to demonstrate good scholarship in your writing.

Plagiarism is the use of others’ ideas without properly giving credit. Plagiarism may be intentional or unintentional, but it is never acceptable. Blatant plagiarism (such as copying and pasting from an outside source without crediting said source, or rephrasing specific ideas from a source without citing) may result in
failure of the assignment or the entire class; accidental plagiarism will result in a full revision of the plagiarized assignment.

Accommodation Policy

Services for Students with Disabilities: UA-PTC is committed to fulfilling all federal requirements as stated in the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the American with Disabilities Amendments Act (ADAAA) of 2008. Accommodations are available to students who have documented disabilities. Students who request accommodations must register with the Disability Services Office (Main Campus: 501-812-2738 or South Campus: 501-812-2862) and must provide current and relevant documentation.

Students requesting accommodations should inform the instructor at the beginning of the course or as soon as accommodations are approved. It is the student's responsibility to provide their Accommodation Letter to the instructor. Accommodations are not retroactive and will only be provided once your instructor receives the Accommodation Letter.

Student Code of Conduct

All students are expected to abide by the UA-PTC Student Code of Conduct. For the full Student Code of Conduct, access the most current version of the UA-PTC Academic Catalog.


Sexual Misconduct

No person at UA-Pulaski Technical College will, on the basis of gender, be excluded from participation in, be denied benefits of, or be subjected to sex discrimination, sexual harassment or sexual misconduct under any education program or activity. All college administrative policies and procedures regarding sex discrimination, sexual harassment, and sexual misconduct are in compliance with Title IX. Students who feel they are victims of sexual misconduct should contact the UA-PTC Title IX Deputy Coordinator for Students:

Michelle Anderson, Director of Student Life and Leadership
Campus Center Building Room 216
501-812-2756
manderson@uaptc.edu

Course Evaluations

Students may be asked to evaluate their instructor and course near the end of the semester. These student evaluations are very important to the improvement in the quality of instruction and course materials. All results are anonymous and shared with the faculty only after the semester is over and grades have been posted.

Information Literacy

UA-PTC is committed to the Information Literacy Competency Standards for Higher Education as established by the Association of College and Research Libraries and endorsed by the National Forum on Information Literacy. Therefore, all courses will incorporate an information literacy component so that, by
graduation, all students will be able to recognize the need for information, then locate, evaluate, synthesize, and communicate information in an ethical manner. Information literacy encompasses critical thinking, research, media, technology, health, business, and visual literacy skills to produce lifelong learners who can make informed decisions in the workplace and in their personal lives.

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<tr>
<th>Tentative Course Schedule</th>
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<tr>
<td><strong>Week</strong></td>
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<tr>
<td>Unit 1: Wed, 8/15 – Sun, 8/19</td>
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<td>Unit 2: Mon, 8/20 – Sun, 9/2</td>
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<td>Unit 3: Mon, 9/3 – Sun, 9/16</td>
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<td>Unit 4: Mon, 9/17 – Sun, 9/30</td>
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<td>Unit 5: Mon, 10/1 – Sun, 10/14</td>
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<td>Unit 6: Mon, 10/15 – Sun, 10/28</td>
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<td>Unit 7: Mon, 10/29 – Sun, 11/11</td>
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<td>Unit 8: Mon, 11/12 – Sun, 11/25</td>
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<td>Unit 9: Mon, 11/26 – Sun, 12/9</td>
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<tr>
<td>FINALS WEEK: 12/10 – 12/16</td>
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**Final Exam Schedule:** Your final assessment for this course is a paper (rather than an exam). You will not have the opportunity to revise the final paper, and late work on the final paper will not be accepted for any reason. All final papers must be submitted through the proper assignment post in our course’
Course Agreement Form

Read, complete, and return to instructor:

I have read the course syllabus for Kate Earney’s English Composition II class at University of Arkansas - Pulaski Technical College, and I understand its content. I also understand the rules for the class, and I will follow and abide by these rules, including those relating to attendance, assignments, grading criteria, plagiarism, and behavior.

____________________
Semester

____________________
Date

____________________
Print name

____________________
Signature

____________________
UA-PTC Email address

____________________
Telephone