Instructor Information

Instructor: Marci Buhajla
Office: Remote
Mailbox: Email or Text
Hours: 3:00-5:00 M-F or Email
Phone: 501-766-4842 Call or Text
Email: mbuhajla@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

This course is an online course. All coursework will be submitted through Blackboard not email.

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

Discipline Learning Outcomes

The English discipline in the Department of Languages and Communication, consistent with the College’s mission and the objectives of the School of Fine Arts, Humanities, and Social Sciences, encourages the success of its students in all technical fields and academic disciplines by promoting the following learning outcomes:

1. Students will demonstrate the ability to analyze different contexts and audiences and then to act on that analysis in comprehending and creating texts.
2. Students will demonstrate the ability to analyze, synthesize, interpret, compose, and evaluate ideas, information, situations, and texts.
3. Students will use multiple strategies to conceptualize, develop, and finalize projects and adapt their composing processes to different contexts and occasions.
4. Students will develop knowledge of conventions, including linguistic structures such as grammar, punctuation, and spelling as well as citation and documentation, through practice in composing and revising.
5. Students will investigate significant literary and cultural developments as well as the interaction of various literary and cultural traditions and illustrate how literature reflects history, culture, and society.
6. Students will read and analyze texts and identify various techniques, genre characteristics, movements, methods, or themes.
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

The course will continue English Composition I’s focus on voice, tone and style, awareness of audience, and various writing strategies, including peer review, drafting, editing, researching, and incorporating multiple sources. 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**

Regular Attendance and online participation is required to successfully pass this course. Logging into Blackboard is how attendance is counted for online classes.

**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](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.

*Respect all students in the course when participating in Blackboard assignments, and have respect for instructor in all correspondence. If disrespect or harassment in any capacity is shown, the incident will be escalated to the department chair for review and possible removal from the course.*

**Grading Policy**

Letter grades will be based on the following scale:

- 90 to 100% A
- 80 to 89% B
- 70 to 79% C
- 60 to 69% D
- 0 to 59% F

You will be assessed for this course in three different categories: quizzes and test, discussion board participation and peer reviews, and paper assignments. The following explains how much each type of assignment is weighed to get to your final grade.
Quizzes/Tests 25% of Final Grade
Discussion Board/Peer Review 25% of Final Grade
Paper Assignments (4 total including final) 50% of Final Grade

* 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.

In order to optimize your grade on your papers, students must submit rough drafts for peer editing, participate in peer editing on the discussion board, and submit a final paper for each of the four paper assignments. Failure to do so will significantly lower the student’s grade for the assignment.

All papers will be checked for plagiarism to determine if the paper is original in content. If it is assessed that the student plagiarized the paper or assignment, the student will receive a grade of 0% F for the assignment, and the incident will be reported to the department chair.

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.

All papers will be checked for plagiarism to determine if the paper is original in content. If it is assessed that the student plagiarized the paper or assignment, the student will receive a grade of 0% F for the assignment, and the incident will be reported to the department chair.

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.

Tentative Course Schedule

Jan 15

Week 1: Intro to Fiction: Pages: 12-56

Read : Responding pages 12-46

Discussion Board: Carver 25 Points

Syllabus Review

Writing for Literature Supplements
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| Jan 22 | **Week 2**: Introduction to Paper 1. | Discussion Board Reflection:  
Poe, Kincaid Chekhov 25 Points  
Reading Quiz: Poe, Kincaid 40 Points |
| Jan 29 | **Week 3**: Paper 1: Rough Draft Due | 50 Points  
Peer Reviews on the Discussion Board 40 Points  
Read: Symbol and Figurative Language 25 points  
Hawthorne and Theme: Aesop Discussion Board |
| Feb 5 | **Week 4**: Paper 1: Final Draft Due/Intro to | 100 points  
Paper 2. Reading Reflection on DB 25 points  
Chopin and Faulkner Discussion Board 25 points |
| Feb 12 | **Week 5**: Reading quiz | 40 points  
Updike Discussion Board 25 points |
| Feb 19 | **Week 6**: Paper 2 Rough Draft Due | 50 points  
Peer Reviews on the Discussion Board 40 points  
Welty Discussion Board 25 points |
| Feb 26 | **Week 7**: Paper 2 Final Draft Due | 100 points  
Diaz: Discussion Board 25 points |
| Mar 5 | **Week 8**: Intro To Poetry: |
Mar 12 **Week 9**: Intro to Poetry Terms and Reading
- Writing about Poetry: Discussion Board Reflection 25 points
- Intro to paper 3
- Poetry 611-623 25 points

Mar 26 **Week 10**: Poetry Term Quiz 40 points
- Paper 3 rough draft due 50 points
- Peer Reviews on the Discussion Board 40 points
- Poetry: 633-639 Discussion Board 25 points

Apr 2 **Week 11**: Paper 3 Final Due; 100 points
- Intro to Drama Discussion board Reflection 25 points
- Intro to Final Paper: Research Paper
- Poetry: 655-660 Discussion Board 25 points

Apr 9 **Week 12**: Reading Drama
- Drama 768-787 Discussion Board 25 points
- Ibsen 812-836 Act I Discussion Board 25 points

Apr 16 **Week 13**: Drama Terms
- Drama Readings Cont. Discussion Board 40 points
- Ibsen 836-854 Act II Discussion Board 25 points

Apr 23 **Week 14**: Ibsen 854- 871 Discussion Board 25 points
Drama Quiz 40 points

| Apr 30 | **Week 15**: Final Paper: Rough Draft Due 50 points |
|        | Peer Reviews on the Discussion Board 40 points |

| May 7  | **Week 16**: Final Paper Due 200 points |

**Final Exam Schedule:** *The Final exam is the final paper and it is due by 11:59pm on May 7, 2019*

Disclaimer: This schedule is a guide for the semester. The instructor reserves the right to amend the schedule as necessary.
Course Agreement Form

Read, complete, and return to instructor:

I have read the course syllabus for [insert instructor's name and course name here] class at 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