

## English 1302 | Composition II Fall 2023

Instructor: Dr. Jason Walker  
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Office: *No office on campus*  
Office Hours: Please make appointment via email for a Zoom conference after 6:30pm.  
Section Info: *062 online/asynchronous, no class meeting time*

### **Course Description and Learning Outcomes**

Per the Texas Higher Education Coordinating Board Lower-Division Academic Course Guide Manual Spring 2019:

#### **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.

#### **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.)

In compliance with the state mandated course description and learning outcomes, UT Tyler describes English 1302 as per the following:

#### **Catalog Course Description**

This course familiarizes students with writing in academic disciplines through critical reading and writing under supervision. Students develop writing skills through analysis and evaluation of rhetorical conventions of academic writing in and beyond their own disciplines.

## Learning Outcomes from Reading and Writing about the Disciplines

Upon Completion of this course, students will be able to:

- Recognize the rhetorical conventions characteristic of writing in a discipline they wish to pursue as a major
- Review, analyze, and evaluate writing in the disciplines for a designated purpose
- Use the style of writing and documentation appropriate to the discipline
- Summarize, paraphrase, and synthesize texts accurately and effectively
- Select and incorporate material from sources professionally

### Textbook

Wu, Hui and Emily Standridge. *Reading and Writing About the Disciplines: A Rhetorical Approach*, 2<sup>nd</sup> Edition. Fountainhead Press, 2023. (ISBN 978-1-77494-878-1)

Access the textbook here: <https://app.tophat.com/215671>

### Grading

Assignment	Percent of Course Grade
LU #1 – Summary Essay	15%
LU #2 – Rhetorical Analysis Essay	15%
LU#3 – Comparative Analysis Essay	15%
Prospectus for LU#4	10%
LU#4 – Literature Review	20%
Final Reflection Essay	5%
Engagement	10%
Information Literacy Quizzes	10%
<b>Total</b>	<b>100%</b>

### **Grade Scale**

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

*Grading criteria for paper: rubrics with specific grading criteria will be posted to the Canvas course page.*

## **Assignments**

### **Papers**

The summary is over a writing-related article. The rhetorical analysis is an analysis of a scholarly article in your field. The compare and contrast rhetorical analysis is an analysis of two scholarly articles in your field. The prospectus is on the topic for the argumentative essay. The literature review is a review of recent scholarship on the topic that you choose for your argumentative essay. The literature review covers sources you would use if you were to complete a research essay on the topic within your field of study from your prospectus. The end-of-semester reflection is a reflection on what you learned over the course of the semester. Detailed information on projects will be provided in class and via documents in Canvas.

### **Engagement Work**

Engagement work is submitting drafts of the projects as required and contributing to class discussion. We will go over engagement work in class. Engagement work that meets expectations and is submitted on time is graded as complete. Engagement work that does meet expectations and/or is not submitted on time is graded as incomplete. (Complete/incomplete is how Canvas handles pass/fail grading.)

### **Information Literacy Quizzes**

These quizzes are assigned and graded by the librarian assigned to work with our class. The quizzes will be due each Sunday night by 11:59pm. Questions about information literacy quizzes should be directed to the librarian. Contact information will be posted in Canvas.

## **Submitting Assignments**

All submissions should be Microsoft Word Documents. Do not submit the following file types:

- Zipped files
- PDF's
- Google Docs
- Other non-MS Word files

If I cannot open your file, your work will not be graded. If your file does not display correctly, formatting errors will be penalized.

### **Formatting Your Papers**

Because this course is designed to help you learn to produce academic writing for your discipline/major, you should use the style guidelines that are accepted or common for your discipline.

Most disciplines use either MLA or APA formatting. However, some disciplines might use others, like Chicago, Turabian, AP, etc. It is your responsibility to find out what style guide you should be using if you don't already know. Contact a professor in your discipline and ask.

Scores on essays will include valuations for formatting, so be sure that you use the resources provided to you.

**The date on your paper must be the date you submitted it, not the date you began writing it.**

### **Using Student Work**

As a form of feedback, I might ask to use your writing as an exemplar for other students in this class or future classes. I will not reveal your name. You are not obligated to allow me to use your work. If you do not want me to use it, simply decline the request and there will be no repercussions.

### **Late Work**

Because this course is online and asynchronous (no class meetings), it is to some extent self-paced. That means that you will have due dates for each assignment far in advance. As a result, no late work will be accepted in this course for any reason.

### **Extensions**

Because I know that unexpected circumstances do arise, you will be allowed one (1) extension during the semester. The extension must be requested via UT Tyler email no later than 24 hours prior to the assignment due date. The extension will be for seven (7) calendar days only. Extensions may not be requested for the final paper.

### **Revision of Poor Quality Work**

The final drafts of LU's #1, 2, and 3, may be revised for a *potential* one (1) letter grade improvement unless the grade is already an A. LU #4 may not be resubmitted.

For an assignment to be eligible for a *potential* higher grade, all changes made to the paper after receiving the original grade must be highlighted in blue on the paper and detailed in a cover memo attached to the resubmission. Changes not highlighted in blue on the paper and detailed in the cover memo will not be considered in determining a *potentially* higher grade.

It is your responsibility to notify me of your intention to revise and resubmit. Resubmissions will not be accepted without prior notification. Submit your notification via UT Tyler email. Revised papers must be submitted via UT Tyler email (do not resubmit to Canvas) no later than seven (7) calendar days after the original due date. Resubmissions after the seventh calendar day will not be accepted.

### **Individual Conferences**

Because of my teaching duties during the day on weekdays, individual conferences will not be scheduled into the regular course timetable. Unfortunately, I will also only be able to schedule them during evening hours, after 7:00pm.

#### **Conferences for papers:**

You may schedule a conference to discuss my comments on your rough drafts and/or any problems you might be having with the paper on the Wednesday or Thursday before your final draft is due.

#### **Conferences for other issues:**

You may request a conference for other issues at any time, but these will be subject to my availability. Please give 3 possible times in your request.

### **Contacting Me**

Please do not hesitate to let me that you are having difficulties with the course, have questions, or want to talk about any aspect of the class. Often, doing so will alleviate anxiety. The best and fastest way to contact me is via UTT email. Remember: I do not have an office on campus, so phone contact is not an option and Canvas messages might go unseen for some time.

### **Email Protocol**

Per the [UTT Email Policy](#) I will not reply to emails sent from non-UTT email addresses.

Email subject line: ENGL 1302.062—\*your name\*—\*topic\*.

(example: ENGL 1302.062—Jason Walker—LU #1 Question)

If an issue legitimately requires immediate attention, you can also put “URGENT” in the subject line.

Emails should be written in a somewhat formal style and tone—full sentences, reasonably correct grammar, and a succinct overview of the topic. So, less formal than the style you would use in a paper and more formal than the style you would use in a text to your friends.

I usually respond to emails within 24 hours unless they come over the weekend. I usually respond to those emails and messages on Mondays.

### **Student Standards of Academic Conduct**

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to: cheating, plagiarism, collusion, the submission for credit any work or materials that are attributed in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

### **Scholastic Dishonesty**

This class has a Zero Tolerance Policy for scholastic dishonesty. Any deliberate act of scholastic dishonesty will result in immediate failure of the entire course and will be reported to the Office of Student Conduct and Intervention. Scholastic dishonesty is defined below in “Student Standards of Academic Conduct” under “Standard UT Tyler Syllabi Policies” and in the Course Introduction video and notes on the Canvas course page.

### **Attendance & Participation**

Because this is an online asynchronous course, there are no class meetings either online or in the classroom. You should consider viewing and reading course lectures and resources as your “attendance” for this course. Keeping up with the lectures, where I teach the skills you need for the papers you will write, is crucial for successfully completing this course. Attempting to complete assignments without watching the lectures is not advisable.

Participation in this online asynchronous course includes regular engagement with course materials and submitting the required assignments on time.

## **Additional Course Information**

### **Announcements in Canvas**

I will use the announcement feature in Canvas. For a tutorial on making sure that you receive announcements, [click here](#) or see the “Announcements” chapter linked in the menu on the right.

### **On Course**

This course is powered by OnCourse, UT Tyler’s academic support system which focuses on any-time, any-place, and any-device course related support resources to improve students’ academic performance and engagement in learning. The OnCourse suite of course level supports will include on-demand video lectures, podcasts, notes, and transcripts. In addition, OnCourse may also include tutorials from faculty and peers, 24/7 access to course-specific tutoring services, and quick links to advising, library, student services, and other student centered resources to support their success. The OnCourse suite of course level supports was funded by UT System’s Student Success Quantum Leap.

### **Syllabus Changes**

Per the UTT Syllabus Policy: “The information contained in the syllabus, other than the grading criteria and absence and make-up policies, may be subject to change with reasonable advance notice as long as the change is without prejudice to the students.”

## **Standard UT Tyler Syllabi Policies**

### **UT Tyler Honor Code**

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

### **Students Rights and Responsibilities**

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: <http://www.uttyler.edu/wellness/rightsresponsibilities.php>

### **Campus Carry**

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>

### **UT Tyler a Tobacco-Free University**

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit [www.uttyler.edu/tobacco-free](http://www.uttyler.edu/tobacco-free).

### **Grade Replacement/Forgiveness and Census Date Policies**

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract. The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid



**State-Mandated Course Drop Policy**

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

**Disability/Accessibility Services**

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application.

The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

**Student Absence due to Religious Observance**

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester. (*Will not apply to this online/asynchronous course.*)

**Student Absence for University-Sponsored Events and Activities**

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed. (*Will not apply to this online/asynchronous course.*)

**Social Security and FERPA Statement**

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

### **Emergency Exits and Evacuation**

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

### **Student Standards of Academic Conduct**

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

#### **“Cheating” includes, but is not limited to:**

- copying from another student's test paper;
- using, during a test, materials not authorized by the person giving the test;
- failure to comply with instructions given by the person administering the test;
- possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed “crib notes”. The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
- using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
- collaborating with or seeking aid from another student during a test or other assignment without authority;
- discussing the contents of an examination with another student who will take the examination;
- divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
- substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
- paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
- falsifying research data, laboratory reports, and/or other academic work offered for credit;
- taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
- misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

“Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.

“Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

All written work that is submitted will be subject to review by plagiarism software.

**UT Tyler Resources for Students**

- UT Tyler Writing Center (903.565.5995), [writingcenter@uttyler.edu](mailto:writingcenter@uttyler.edu)
- UT Tyler Tutoring Center (903.565.5964), [tutoring@uttyler.edu](mailto:tutoring@uttyler.edu)
- The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- UT Tyler Counseling Center (903.566.7254)