

# McLennan

C O M M U N I T Y

# COLLEGE

WACO, TEXAS

---

## COURSE SYLLABUS

AND

## INSTRUCTOR PLAN

### COMPOSITION I

ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52

Jeremy Land, Ph.D.

**NOTE:** This is a 16-week course.

#### **COVID 19 Notice:**

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

**Course Description:**

This course is an 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.

**Prerequisites and/or Corequisites:**

Students must have met the requirements for ENGL 1301 before taking this class.

**INSTRUCTOR INFORMATION:**

Instructor Name: Jeremy Land  
MCC E-mail: [jland@mclennan.edu](mailto:jland@mclennan.edu)  
Office Phone Number: 8962  
Office Location: FO 107  
Office/Teacher Conference Hours: By Appointment via Zoom

**REQUIRED TEXT & MATERIALS:**

There is no textbook for this class; although, I strongly suggest students concerned with mechanical errors in their final drafts may want to download a free editing software program like Grammarly or Prowriting Aid.

Also, if you haven't done so already you **will need to download a copy of Microsoft Office** from MCC's technical services. All major essays should be drafted using Microsoft Word. This program is free to you as a student. Simply, follow the link below to download your copy of the program.

**MCC BOOKSTORE WEBSITE:** <http://www.mclennan.edu/bookstore/>

**STUDENT SUPPORT/RESOURCES:**

MCC provides a variety of services to support student success in the classroom and in your academic pursuits including counseling, tutors, a technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources, we encourage you to contact a success coach by calling (254) 299-8226. Students can visit the Completion Center Monday-Friday from 8:00 a.m.-5:00 p.m. to meet with a success coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) is open 12:00 p.m.-1:00 p.m., Monday-Friday, without an appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

**MCC FOUNDATION EMERGENCY GRANT FUND:**

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to

## COMPOSITION II

### ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52

find out more about the emergency grant. The application can be found [here](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf) (https://www.mclennan.edu/foundation/docs/Emergency\_Grant\_Application.pdf).

#### **MINIMUM TECHNICAL SKILLS:**

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

If you do not have access to Microsoft Word, you can download a free copy of the program by clicking the link below.

<https://www.mclennan.edu/tech-support/software.html>

#### **BACKUP PLAN FOR TECHNOLOGY:**

In the event MCC's technology systems are down, you will be contacted/notified through your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

**\* [Click Here for the Minimum System Requirements to Utilize MCC's D2L|Brightspace](https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html)**

(<https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html>)

Click on the link above for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

#### **EMAIL POLICY:**

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are **encouraged to use their McLennan email addresses when conducting college business.**

**A student's McLennan email address is the preferred email address that college employees should use for official college information or business.** Students are expected to read and, if needed, respond in a timely manner to college emails.

#### **INSTRUCTIONAL USES OF EMAIL:**

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with her/his students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

#### **EMAIL ON MOBILE DEVICES:**

The College recommends that you set up your mobile device to receive McLennan emails.

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

**FORWARDING EMAILS:**

You may forward the emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may become lost or placed in junk or spam filters.

**CLASSROOM PROCEDURES AND EXPECTATIONS:**

I consider this class a professional working environment and, as such, I expect you to treat it in the same manner. Below I've broken down some of the more common scenarios in which we will interact with one another in this classroom, and I have included my expectations for appropriate behavior.

**CLASS DISCUSSIONS GUIDELINES:**

Discussions in this course can touch on subjects that evoke strong responses from people. As colleagues, we will respect differences of opinions and academic freedom of expression so long as those opinions and ideas are based on strong evidence and /or logically reasoning.

**ZOOM MEETING ETIQUETTE:**

Because this class is partially online or we might have to go completely online, this class could have weekly meetings via Zoom. Even though we are conducting these meetings from our home or some other place outside the traditional classroom, there are certain expectations for these meetings. They are as follows:

- Your camera must be on, and I must be able to see your face.
- You may have a virtual background, if you like, to maintain your privacy.
- If you choose to have a virtual background, it must be appropriate for class.
- You must be dressed as if you are attending class.
- Your name must be visible.

**CORE OBJECTIVES FOR COMMUNICATION:**

Courses in this category focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience.

- **Critical Thinking (CT)** -- to include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information
- **Communications Skill (COM)** -- to include effective development, interpretation, and expression of ideas through written, oral and visual communication
- **Teamwork (TW)** -- to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility (PR)** -- to include the ability to connect choices, actions, and consequences to ethical decision-making

**LEARNING OUTCOMES**

Students will

1. Demonstrate knowledge of individual and collaborative research processes.
2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.
3. Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence.
4. Write in a style that clearly communicates meaning, builds credibility, and inspires belief or action.
5. Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.).

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

**COURSE GRADING INFORMATION:**

Grades for the class are divided into the following categories and are weighted as follows:

Essay I: Summary & Response Essay	10%	A = 100 – 90 points
Essay II: Definitional Argument	15%	B = 89 – 80 points
Essay III: Evaluation Essay	15%	C = 79 – 70 points
Essay IV: Research Paper	20%	D = 69 – 60 points
Quizzes / Other Assignments	20%	F = 59 points and below
Class Discussions Post	10%	
Final Exam	10%	

**Essay I:** In this first essay you will summarize an argument and then argue whether or not you agree with the argument.

**Essay II:** In this essay you will read about different forms of justice and write an essay that defines the concept yourself.

**Essay III:** In this third essay, you will develop a series of criteria for developing a just life and write an essay that explains how to do that.

**Essay IV:** In your final major essay you will research a particular injustice in your community and suggest a researched solution to that problem.

**Quizzes / Other Assignments:** Throughout the semester there will be reading quizzes and other assignments. Each one of these is designed to help you develop one of the writing projects, so take them and my feedback seriously as it will help you be a better writer.

**Class Discussion Post:** With each major essay you will be divided into small discussion groups. In these groups, you will critique specific elements of one another's writing. These will largely function as a type of peer review

**LATE WORK, ATTENDANCE, AND MAKE-UP WORK POLICIES:**

**LATE WORK IS NOT PERMITTED.** If unforeseen events prevent you from completing a task on time, you need to **CONTACT ME BEFORE THE DEADLINE** with an explanation and a timeline to complete the assignment if you need an **EXTENSION**.

All work is turned in via Brightspace. Unless otherwise noted, **EMAILING ME AN ASSIGNMENT** when you are finished **IS NOT CONSIDERED TURNING IN AN ASSIGNMENT**.

Unfortunately, some students may suffer a familial tragedy during the semester that prevents them from completing an assignment on time. If this is the case, please contact the MCC Student Counseling Services and ask them to contact your professors. Doing so will save you time, document your situation for your professors, and prevent you from repeatedly having to explain a painful situation.

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

MCC Student Counseling Center  
[counseling@MCC.edu](mailto:counseling@MCC.edu)  
254.299.8210  
Hours of operation  
Monday – Friday, 8:00 am – 5:00 pm

Because this is an hybrid class, **ATTENDANCE IS ALSO TAKEN BY COMPLETING AND SUBMITTING THE WEEKLY ASSIGNMENTS**. If you do not complete and submit the weekly assignments, you will be counted absent for the day it was due and **DROPPED FROM THE COURSE IF YOU MISS 25% OF THE CLASS**.

**\* [Click Here for the MCC Attendance/Absences Policy](#)**  
**(<https://www.mclennan.edu/highlander-guide/policies.html>)**

Click on the link above for the college policies on attendance and absences. Your instructor may have guidelines specific to this course.

**A SPECIAL NOTE ON PLAGIARISM:**

You are responsible for generating original content for all your assignments in this class. Plagiarized papers, quizzes, and discussion questions will not be accepted and will automatically be counted as a zero. Likewise, particularly egregious offenses will be turned over disciplinary action.

To help remind you of what constitutes plagiarism, each student is required to submit the results of the Indiana University plagiarism certification test.

**\* [Click Here for the MCC Academic Integrity Statement](#)**  
**([www.mclennan.edu/academic-integrity](http://www.mclennan.edu/academic-integrity))**

The link above will provide you with information about academic integrity, dishonesty, and cheating.

**ACCOMMODATIONS/ADA STATEMENT**

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. Instructors should not provide accommodations unless approved by the Accommodations Coordinator. For additional information, please visit [mclennan.edu/disability](http://mclennan.edu/disability).

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

[disabilities@mclennan.edu](mailto:disabilities@mclennan.edu)  
254-299-8122  
Room 319, Student Services Center

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

\* [Click Here for more information about Title IX](#)

([www.mclennan.edu/titleix](http://www.mclennan.edu/titleix))

We care about your safety and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling Dr. Drew Canham (Vice President for Student Success) at 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC by calling 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting the following website: <http://www.lighthouse-services.com/mclennan/>.

McLennan's Title IX webpage (<http://www.mclennan.edu/titleix/>) contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence.

Unit 1: The Summary and Response Essay	
In this unit, we will practice the art of summarizing and argument and responding to it using effective means of agreeing or disagreeing with an argument.	
Week 1	
Tuesday, 08/23	Objective: <ul style="list-style-type: none"><li>• Read the essay “How to Say Nothing in 500 Words” before you come to class on Thursday.</li></ul> Homework: ✓ <b>Take and submit quiz 1</b> to Brightspace
Thursday, 08/25  <b>SUBMIT QUIZ 1 TO BRIGHTSPACE BY 11:59 AM ON THURSDAY, 08/25</b>	Objective: <ul style="list-style-type: none"><li>• Discuss previous night's readings</li><li>• Introduce proper techniques for summarizing.</li></ul> Homework: ✓ Find a prompt for essay 1 ✓ Take and submit quiz 2
Week 2	
Tuesday, 08/30	Objective: <ul style="list-style-type: none"><li>• Introduce the structure of an argument and the means to agree or disagree with an argument.</li></ul> Homework:

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

	<ul style="list-style-type: none"> <li>Take and submit quiz 2 to Brightspace.</li> </ul>
<p>Thursday, 09/01</p> <p><b>SUBMIT QUIZ 2 TO BRIGHTSPACE BY THURSDAY 09/01 BY 11:59 PM.</b></p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>Writing effective introductions and outlining our first draft.</li> <li>How to use the discussion board</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>Submit your initial introduction paragraph to the discussion board.</li> <li>Continue to draft essay 1</li> </ul>
Week 3	
<p>Tuesday, 09/06</p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>Introduce basic revision techniques.</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>✓ Finish rough draft of essay 1</li> <li>✓ Finish peer review materials</li> </ul>
<p>Thursday, 09/08</p> <p><b>BRING COMPLETED ROUGH DRAFT TO CLASS.</b></p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>In class peer review process</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>Finalize final draft.</li> </ul>
Week 4	
<p style="text-align: center;">Unit 2: Defining Justice</p> <p>For this unit, we are primarily exploring two areas: the basics of argument so that we can better understand the role rhetoric plays in our daily lives, and the best approaches to defining difficult concepts for our audience.</p> <p><b>Guiding Questions:</b></p> <ul style="list-style-type: none"> <li>In what context was this argument made?</li> <li>What are the best ways to define complex terms and ideas so that an audience will better understand them?</li> <li>How has western culture defined justice throughout history?</li> <li>How do I define justice?</li> </ul>	
<p>Tuesday, 09/13</p> <p><b>SUBMIT QUIZ 3 TO BRIGHTSPACE BY 11:59 PM ON TUESDAY 09/13</b></p>	<p>Objective:</p> <ul style="list-style-type: none"> <li><b>Objective</b> Watch video on identifying an argument's rhetorical situation and the occasion for its creation.</li> </ul>



**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

<p style="text-align: center;"><b>SUBMIT FINAL DRAFT OF ESSAY 1 TO BRIGHTSPACE BY 11:59 ON TUESDAY 09/13</b></p>	<p>Homework:</p> <ul style="list-style-type: none"> <li>✓ Read sample essays for criminal justice and economic justice</li> <li>✓ <b>Take and submit quiz 4</b></li> </ul>
<p>Thursday, 09/15</p> <p style="text-align: center;"><b>QUIZ 4 DUE TO BRIGHTSPACE BY 11:59 PM ON THURSDAY 09/15</b></p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>• Introduce the qualities of a good definition</li> <li>• “What is an apple?” / “What is love?” a class discussion on the basics of expository writing.</li> <li>• Review quiz 4</li> <li>• Introduce essay 2</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>✓ Read sample essays on types of justice</li> <li>✓ Annotate essays</li> </ul>
Week 5	
<p>Tuesday, 09/20</p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>• Continue to read sample essays looking common patterns</li> <li>• See Brightspace for assigned readings</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>• <b>Take and submit quiz 5</b></li> </ul>
<p>Thursday, 09/22</p> <p style="text-align: center;"><b>QUIZ 5 DUE TO BRIGHTSPACE BY 11:59 PM ON THURSDAY 09/22</b></p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>• In class discussion on previous readings with special attention paid to the application of definitional arguments.</li> <li>• Begin drafting essay 2</li> </ul> <p>Homework</p> <ul style="list-style-type: none"> <li>• Work on essay two introduction</li> </ul>
Week 6	
<p>Tuesday, 09/27</p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>• Review notes on effective body paragraphs</li> <li>• Work on drafting body paragraphs to essay 2</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>• Prepare response to Class Discussion Board 2</li> </ul>

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

Thursday, 09/29	<p>Objective:</p> <ul style="list-style-type: none"> <li>Review student models to analyze our body paragraphs.</li> <li>Outlining our body paragraphs</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>Work on body paragraphs and conclusion</li> <li>Post to discussion board</li> </ul>
Week 7	
<p>Tuesday, 10/04</p> <p style="text-align: center;"><b>POST SAMPLE BODY PARAGRAPHS TO CLASS DISCUSSION BOARD 2 BY 11:59 PM ON TUESDAY, 10/04</b></p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>Post to class discussion board 2</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>Finish rough draft</li> <li><b>Take and submit quiz 6</b></li> </ul>
<p>Thursday, 10/06</p> <p style="text-align: center;"><b>QUIZ 6 IS DUE TO BRIGHTSPACE BY 11:59 PM ON THURSDAY, 10/06</b></p> <p style="text-align: center;"><b>BRING COMPLETED ROUGH DRAFT TO CLASS</b></p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>Review the rubric for essay 2</li> <li>Apply the rubric to student rough drafts</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>✓ Revise rough draft based on all feedback an rubric</li> </ul>
Week 8	
<p style="text-align: center;"><b>Unit 3: Critical Evaluations / Criteria based argument</b></p> <p>In this unit we will use the profile from the previous unit to develop a set of criteria for evaluating our own lives. Essentially, we will apply models from our community to ourselves as we ask the essential question: What does it mean to live a just life?</p> <p><b>Guiding Questions:</b></p> <ul style="list-style-type: none"> <li>How do I develop a set of useful criteria for evaluating a situation?</li> <li>How do I remain objective in my evaluations?</li> <li>How can I live a just life?</li> </ul>	
Tuesday, 10/11	<p>Objective:</p> <ul style="list-style-type: none"> <li>Finish and submit the second essay</li> </ul>

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

<b>ESSAY 2 DUE TO BRIGHTSPACE BY 11:59 PM</b>	<ul style="list-style-type: none"> <li>• Watch video on developing objective criteria</li> </ul>
Thursday, 10/13	<p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>✓ Developing an effective criteria judging love songs</li> <li>✓ Assign essay 3</li> </ul> <p><b>Homework:</b></p> <ul style="list-style-type: none"> <li>✓ Complete in class evaluation</li> <li>✓ <b>Take and submit quiz 7</b></li> </ul>
Week 9	
Tuesday, 10/18  <p style="text-align: center;"><b>QUIZ 7 DUE TO BRIGHTSPACE BY 11:59 PM</b></p>	<p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>• Read the essay “Developing a Liberatory Consciousness”</li> <li>• Read the essay “Compassion and the Individual”</li> </ul> <p><b>Homework:</b></p> <ul style="list-style-type: none"> <li>✓ <b>Take and submit quiz 7</b></li> </ul>
Thursday, 10/20	<p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>• Class discussion on previous readings</li> <li>• Develop a criteria based on essays</li> </ul> <p><b>Homework:</b></p> <ul style="list-style-type: none"> <li>✓ Review sample profiles of people living a just life.</li> <li>✓ Begin work on essay 3</li> </ul>
Week 10	
Tuesday, 10/25	<p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>• Develop a set of criteria based on sample essays and sample criteria</li> </ul> <p><b>Homework:</b></p> <ul style="list-style-type: none"> <li>✓ Take and submit quizzes 8 &amp; 9</li> </ul>
Thursday, 10/27  <p><b>QUIZZES 8 &amp; 9 ARE DUE BY TO BRIGHTSPACE BY</b></p>	<p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>• Review student models and rubric for grading essay 3</li> <li>• Outlining essay 3</li> </ul>

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

	<p>Homework:</p> <ul style="list-style-type: none"> <li>✓ Begin working on rough draft of essay 3</li> </ul>
Week 11	
<p>Tuesday, 11/01</p> <p style="text-align: center;"><b>POST SAMPLE PARAGRAPH TO CLASS DISCUSSION BOARD 3 BY 11:59 PM</b></p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>• Work on rough draft of essay 3</li> <li>• Post sample body paragraph do class discussion board 3</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>✓ Respond to discussion board</li> <li>✓ Complete rough draft</li> </ul>
<p>Thursday, 11/03</p> <p style="text-align: center;"><b>RESPOND TO CLASS DISCUSSION BOARD 3 BY 11:59 PM ON THURSDAY 11/03</b></p> <p style="text-align: center;"><b>BRING ROUGH DRAFT TO CLASS.</b></p> <p style="text-align: center;"><b>QUIZ 10 DUE TO BRIGHTSPACE BY 11:59 ON THURSDAY</b></p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>• In class review of student essays</li> </ul> <p>Homework:</p> <ul style="list-style-type: none"> <li>• Take and submit quiz 10</li> </ul>
Week 12	
<p><b>Unit 4: Problem Solution</b></p> <p>In this unit you are asked to identify one injustice in your community and propose a solution to solve that problem. This project should be immediate and workable.  Guiding Questions:</p> <ul style="list-style-type: none"> <li>• <i>How do I generate a solution to a problem without creating additional problems?</i></li> <li>• <i>How do I propose my solution so that others see the benefit in adopting this solution?</i></li> </ul>	
<p>Tuesday, 11/08</p> <p style="text-align: center;"><b>FINAL DRAFT OF ESSAY 3 DUE BY 11:59 PM ON TUESDAY</b></p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>• Introduce problem solution papers with sample patterns</li> <li>• Brainstorm ideas for paper 4</li> </ul> <p><b>Homework:</b>  Develop an idea for paper 4</p>
<p>Thursday, 11/10</p>	<p>Objective:</p> <ul style="list-style-type: none"> <li>• Watch video on accessing Opposing Viewpoints for research</li> </ul>

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

	<ul style="list-style-type: none"> <li>In class research for paper 4</li> </ul> <p>Homework:</p> <p>✓ <b>Take and submit quiz 11</b></p>
Week 13	
11/15  <b>QUIZ 11 DUE TO BRIGHTSPACE BY 11:59 PM ON TUESDAY 11/15</b>	<p>Objective:</p> <ul style="list-style-type: none"> <li>Planning and organizing our final essay</li> <li>In class outlining</li> </ul> <p>Homework:</p> <p>✓ Work on essay 4</p>
11/17	<p>Objective:</p> <ul style="list-style-type: none"> <li>In class writing workshop</li> </ul> <p>Homework:</p> <p>✓ Continue to work on essay 4</p>
Week 14	
11/22  <b>POST TO CLASS DISCUSSION BOARD 4.</b>	<p>Objective:</p> <ul style="list-style-type: none"> <li>In class writing workshop</li> </ul> <p>Homework:</p> <p>✓ Continue to work on essay 4</p> <p>✓ Post to class discussion board 4</p>
11/24  <b>RESPOND TO CLASS DISCUSSION BOARD 4 BY 11:59 PM ON THURSDAY 11/24</b>	<p>Objective:</p> <ul style="list-style-type: none"> <li>In class writing workshop</li> </ul> <p>Homework:</p> <p>✓ Continue to work on essay 4</p>
Week 15	
11/29	<p>Objective:</p> <ul style="list-style-type: none"> <li>In class writing workshop</li> </ul> <p>Homework:</p> <p>✓ Continue to work on essay 4</p>
12/01  <b>QUIZ 12 DUE BY 11:59 PM ON FRIDAY 12/02</b>	<p>Objective:</p> <ul style="list-style-type: none"> <li>Final in class peer review</li> </ul> <p>Homework:</p> <p>✓ Take and submit quiz 12</p>

**COMPOSITION II**  
**ENGL 1301.31, ENGL 1301.51, & ENGL 1301.52**

Week 16	
12/05	<b>FINAL EXAM FOR ENGL 1301.31</b>
12/08	<b>FINAL EXAM FOR ENGL 1301.51 &amp; ENGL1301.52</b>

McLennan  
C O M M U N I T Y  
C O L L E G E

---

## ACADEMIC RESOURCES/POLICIES

### **Accommodations/ADA Statement:**

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit <https://www.mclennan.edu/disability/>.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

[disabilities@mclennan.edu](mailto:disabilities@mclennan.edu)

254-299-8122

Room 319, Student Services Center

### **Title IX:**

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <https://www.lighthouse-services.com/mclennan/incidentLandingPageV2-MCC.asp>.

Go to McLennan's Title IX webpage at <https://www.mclennan.edu/titleix/>. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you

or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

**Student Support/Resources:**

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>.

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto:SuccessCoach@mclennan.edu). Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

**MCC Foundation Emergency Grant Fund:**

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at [https://www.mclennan.edu/foundation/docs/Emergency\\_Grant\\_Application.pdf](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**

Go to <https://www.mclennan.edu/academic-integrity/> for information about academic integrity, dishonesty, and cheating.

**Minimum System Requirements to Utilize MCC's D2L|Brightspace:**

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

**Minimum Technical Skills:**

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.



**Backup Plan for Technology:**

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

**Email Policy:**

McLennan Community College would like to remind you of the policy regarding college email, which can be found at <https://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to <https://www.mclennan.edu/student-email/>.

**Instructional Uses of Email:**

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

**Email on Mobile Devices:**

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email [Helpdesk@mclennan.edu](mailto:Helpdesk@mclennan.edu) for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](#)
- [Email Setup for Androids](#)

**Forwarding Emails:**

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email [helpdesk@mclennan.edu](mailto:helpdesk@mclennan.edu).

**Disclaimer:**

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.