

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

WACO, TEXAS

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**COURSE SYLLABUS**  
**AND**  
**INSTRUCTOR PLAN**

**COMPOSITION II**  
**ENGLISH - 1302 – C08**  
**DANIELLE FERRERA**

**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

1302.C08

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### **Course Description:**

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communication, and critical analysis.

### **Prerequisites and/or Corequisites:**

Receiving a passing grade in Composition 1301.

### **Course Notes and Instructor Recommendations:**

Brightspace is utilized as a means to view and turn in all assignments. I communicate mostly through Brightspace on assignments or changes to the syllabus or class meeting times. Students should plan to attend class twice a week and complete online assignments in a timely manner. Due dates are the same each week, consult the schedule in the syllabus.

### **Instructor Information:**

Instructor Name: Danielle Ferrera

MCC Email: [dferrera@mcclellan.edu](mailto:dferrera@mcclellan.edu)

Cellphone Phone Number: 956.261.4796 [I respond to texts from 9am to 9pm]

Office/Teacher Conference Hours: Office hours are via Zoom and will be announced in Brightspace. Any changes or updates to office hours will be posted in Brightspace.

### **Required Text & Materials:**

Title: Writing is Easier than You Think

Author: Nicholas Webb

Edition: [E-textbook link](#)

**MCC Bookstore Website:** <http://www.mclellan.edu/bookstore/>

### **Methods of Teaching and Learning:**

Students will complete readings from the textbook in order to prepare for the class lecture. Students will be instructed in the elements of genre and will utilize online discussion boards where they will be required to interact with their peers on topics in writing. Students to complete original pieces of writing that follows a specific structure or genre, or a hybrid of genres and utilize the [writing process](#). Students will complete revision through peer editing and conferencing. Students will complete work that demonstrates their use of grammar and mechanics in writing and speaking.

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### Course Objectives and/or Competencies:

Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative writing processes.
2. Develop ideas with appropriate support and correct attribution (MLA).
3. Write in a style appropriate to audience and purpose.
4. Read, reflect, and respond critically to a variety of texts.
5. Use Edited American English in academic essays.

### Course Outline or Schedule:

Changes to the class schedule are anticipated and will be updated on the schedule in Brightspace.

**ALL SKILLS ASSIGNMENTS, DISCUSSIONS, AND ESSAYS ARE DUE BY 11:59 PM CST ON THE DUE DATE.  
ASSIGNMENTS SHOULD BE TURNED INTO BRIGHTSPACE, UNLESS SPECIFIED OTHERWISE.**

	WEEK	TEXT READING	ASSIGNMENTS DUE
<b>UNIT 1</b>  MLA FORMAT & RHETORIC	<b>WEEK 1</b>	<a href="#">MLA FORMAT</a>	<input type="checkbox"/> Name Narrative <input type="checkbox"/> Introduction Post
	<b>WEEK 2</b>	<a href="#">Rhetoric</a>	<input type="checkbox"/> SOAPSTONE of <i>Ain't Misbehavin'</i>
	<b>WEEK 3</b>		<input type="checkbox"/> Rhetorical Precis <i>Ain't Misbehavin'</i> <input type="checkbox"/> Peer Review <input type="checkbox"/> Conference Unit #1
<b>UNIT 2</b>  RESEARCH	<b>WEEK 4</b>	<a href="#">Research</a>	<input type="checkbox"/> Research Discussion
	<b>WEEK 5</b>	<a href="#">Research Examples</a>	<input type="checkbox"/> Research Outline
	<b>WEEK 6</b>		<input type="checkbox"/> Peer Review <input type="checkbox"/> Research Conference <input type="checkbox"/> Research Essay
<b>UNIT 3</b>  PROBLEM SOLUTION	<b>WEEK 7</b>	<a href="#">Problem/Solution</a>	<input type="checkbox"/> Problem/Solution Discussion
	<b>WEEK 8</b>		<input type="checkbox"/> Problem.Solution Annotated Bibliography

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	<b>WEEK 9 SPRING BREAK</b>		
	<b>WEEK 10</b>		<input type="checkbox"/> Problem Solution Conference <input type="checkbox"/> Peer Review <input type="checkbox"/> Problem/Solution Essay
<b>UNIT 4: NONFICTION ANALYSIS</b>	<b>WEEK 11</b>	<a href="#">Non Fiction Analysis</a>	<input type="checkbox"/> Non Fiction Analysis Discussion
	<b>WEEK 12</b>		Nothing
	<b>WEEK 13</b>		<input type="checkbox"/> Non Fiction Conference <input type="checkbox"/> Peer Review <input type="checkbox"/> Non Fiction Analysis Essay
<b>UNIT 5: COMPARATIVE FILM ANALYSIS</b>	<b>WEEK 14</b>	<a href="#">Comparative Film Analysis</a>	<input type="checkbox"/> Film Analysis Discussion
	<b>WEEK 15</b>		<input type="checkbox"/> Peer Review <input type="checkbox"/> Film Analysis Conference <input type="checkbox"/> Film Analysis Paper
	<b>WEEK 16</b>		<input type="checkbox"/> Film Analysis Essay

**Course Grading Information:**

Grades are assigned based on the number of points awarded per assignment. Assignments will have rubrics to outline grading categories. By the end of the class you will have all 1000 points available to you and you will be able to know your grade using the following points correlation:

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### GRADING SCALE

POINTS	LETTER GRADE	PERCENTAGE
895 - 1000 points	A	90.0% - 100%
795 - 894.9 points	B	80.0% - 89.9%
695 - 794.9 points	C	70.0% - 79.9%
595 - 694.9 points	D	60.0% - 69.9%
594.9 points and below	F	59.9% and below

To find your grade during the course, you take the number of points you have and divide it by the number of points available in the class. Then multiply the answer you get by 100 to get your grade percentage. This grade percentage will correlate with a letter grade.

**ex.** Juan has 716/1000 points.  $716 / 1000 = 0.716$   $0.716 \times 100 = 71.6\%$ , MCC does not round up, so Juan receives a 71%. Juan's letter grade is a C.

### THE FOLLOWING IS AN OUTLINE OF ASSIGNMENT CATEGORIES AND THEIR DUE DATES

**Your grade for this course is made up of 1000 points which are distributed thusly:**

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CATEGORY	NAME OF ASSIGNMENT	POINTS
<b>DISCUSSIONS</b>  <b>150 points</b>	Introduction	25
	SOAPSTone of Ain't Misbehavin'	25
	Research Paper	25
	Problem Solution	25
	Non Fiction Analysis Essay	25
	Comparative Film Analysis	25
<b>ESSAYS</b>  <b>500 points</b>	Name Narrative	100
	Research Essay	100
	Problem Solution Essay	100
	Non fiction Analysis Essay	100
	Comparative Film Analysis Essay	100
<b>SKILLS</b>  <b>150 points</b>	Rhetorical Precis: Ain't Misbehavin'	50
	Research Paper Outline	50
	Annotated Bibliography for Problem Solution Essay	50

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<b>CONFERENCES</b>  <b>100 points</b>	Rhetorical Precis Conference	20
	Research Paper Conference	20
	Problem Solution Conference	20
	Nonfiction Conference	20
	Comparative Film Analysis Conference	20
<b>PEER REVIEWS</b>  <b>100 points</b>	Rhetorical Precis Peer Review: <i>Ain't Misbehavin'</i>	20
	Research Paper Peer Review	20
	Problem Solution Essay Peer Review	20
	Nonfiction Analysis Review	20
	Comparative Film Analysis Peer Review	20

**PLAGIARISM:**

Students will be evaluated only on their own original academic work. A plagiarized paper will receive a zero and there will be no opportunity to submit another assignment its place. Plagiarism is defined as using the intellectual or actual work of another person without properly giving credit to that individual, this includes copying, paying for someone to write your paper or portions of it, incorrectly citing information or sources, as well as using a paper from another class at the collegiate or secondary level. **All writing assignments are run through TURNITIN when submitted in Brightspace. This engine searches for similar information from other sources including: websites, books, webpages, submitted papers, papers that have been purchased. This report is used to determine acts of plagiarism or academic dishonesty.** All academic dishonesty is reported MCC and can be reported to the school the student attends in case of Dual Enrollment. Plagiarism and academic dishonesty are serious issues that can follow students on their permanent academic record.

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### **Late Work, Attendance, and Make Up Work Policies:**

**LATE WORK:** Late work is not accepted. All assignments will be turned in on Brightspace and are due on by 11:59PM on the assigned day. Turning in an assignment at 12:00am or 12:01am is considered late. If you find yourself in an extenuating circumstance, please email me as soon as possible about the situation, all decisions are left up to the instructor's discretion.

**ATTENDANCE:** Attendance in person is required for 70% of classes in order to get credit. You are expected to attend class twice a week in person and to be in class at the time class begins. Failure to do so will cause you to be marked absent, or if you arrived late, you will be marked tardy. If you are out for an extended time due to illness, please provide documentation as soon as possible. If you are required to be in quarantine, you will be marked Q rather than A.

**MAKE UP WORK:** Make up work is not allowed, nor assigned, all due dates are final and are given in advanced via Brightspace. If you anticipate being out, plan ahead. If you have an extenuating circumstance I require notice before the due date or as soon as possible via email.

**EXTRA CREDIT:** I am a realist and prefer to deal in reality. Regular credit is all I accept. Extra credit is not real and does not exist in this class.

### **Student Behavioral Expectations or Conduct Policy:**

**CONDUCT:** Students are expected to be respectful in words and actions toward everyone in the class both in person and online. Disrespectful words or actions will not be tolerated and the student will be asked to leave class. Phones should be put on silence and placed away when possible. If there is a need to take a call, please excuse yourself into the hallway. If you need to go to the bathroom, please just point that you are going and go, do not interrupt class to ask for permission. Please clean up your space before you leave class.

### **PLAGIARISM:**

Students will be evaluated only on their own original academic work. A plagiarized paper will receive a zero and there will be no opportunity to submit another assignment in its place. Plagiarism is defined as using the intellectual or actual work of another person without properly giving credit to that individual, this includes copying, paying for someone to write your paper or portions of it, incorrectly citing information or sources, as well as using a paper from another class at the collegiate or secondary level.

**Online presence:**



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**Discussions:** Please follow the guidelines for discussions and stick to answering the question with evidence, rather than just giving your opinion. See the rubric to help you. Do not argue with classmates, but rather engage in discussion; all opinions are welcome, but those delivered in a ungracious tone will be corrected. Two warnings will cause you to be muted in Brightspace, which will make you unable to interact in the Discussion, an essential portion of your grade.

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

**(<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 additional guidelines specific to this course.

# McLennan

C O M M U N I T Y

## COLLEGE

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## 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 [www.mclennan.edu/disability](http://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 <http://www.lighthouse-services.com/mclennan/>.

Go to McLennan's Title IX webpage at [www.mclennan.edu/titleix/](http://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 [www.mclennan.edu/academic-integrity](http://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 (<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 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.

**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.

**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.