

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

WACO, TEXAS

COURSE SYLLABUS AND INSTRUCTOR PLAN

ENGL 1302

MR. DYLAN CLARK

NOTE: This is a 16-week course.

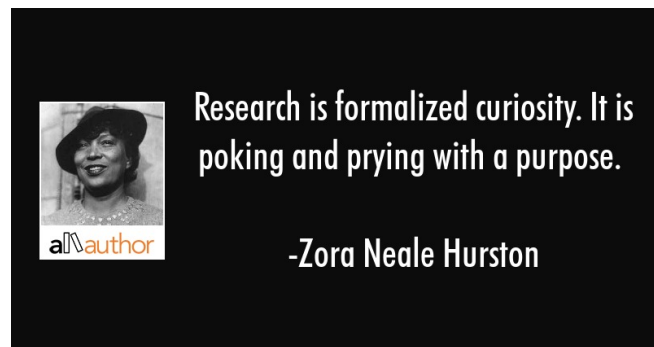
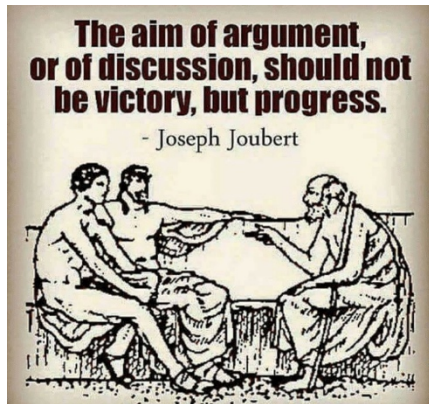
COVID 19 Notice:

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.

Course Description:

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts.

Emphasis is 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.



Above are two quotations that will be our guiding mantras for this course. As a class we will be exploring more than “how” to research but also “why” research is important, particularly when formulating convincing arguments. We will also be investigating and discussing why approaching everything as an “argument” (in the narrowest sense of the term) can be detrimental to research and our writing. This specific course is designed to help us critically analyze and examine our career and major communities through a critical lens, using research as a way to express our thoughts and opinions about campus issues to others. The goal of this course is to have you advocate for your careers and majors and contribute your voice to shaping your community.

Prerequisites and/or Corequisites:

ENGL 1301 or its equivalent with a grade of C or better or consent of division chair.

Course Notes and Instructor Recommendations:

This course will build off of everything we learned last semester. Keep your notes handy, keep your minds sharp, and be ready to start your own research!

Instructor Information:

Instructor Name: Dylan Clark

MCC Email: dpclark@mclennan.edu (if you have questions, please email me at my Connally email)

Office Phone Number: N/A

Office Location: I am in room E33 at Connally High School.

Office/Teacher Conference Hours: 12:20-1:05 every day or through morning/afternoon TAG

Other Instruction Information: If you need to meet outside of these times, please let me know. I'm open to doing what I need to do to help you succeed.

Required Text & Materials:

I will continue providing you with textbook readings.

This will be a research-heavy class, however, and it will be up to you to do your own research. (Don't worry, we will go over that!)

Access to Brightspace and ability to upload/download documents to/from Brightspace

Ability to take notes

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

Methods of Teaching and Learning:

Ongoing research project

Individual research

Writing projects

Course Objectives and/or Competencies:

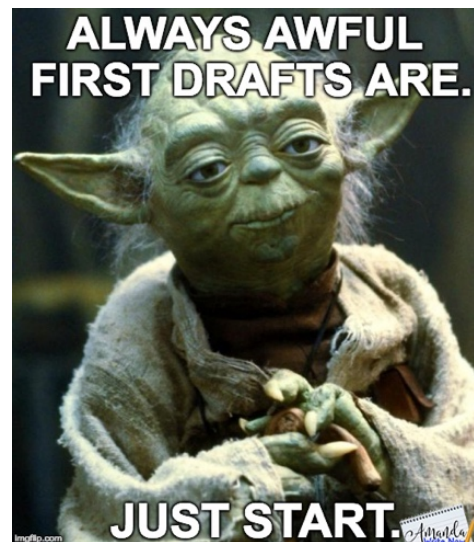
By the end of this course, you should be able to:

- Access relevant print and electronic resources, artifacts, or human resources; read, evaluate, and select resources
- Manage and sustain an inquiry project
- Critique your own and others' essay drafts
- Compose focused and cohesive syntheses
- Ethically use a body of knowledge inside your own written work through a combination of paraphrasing, quoting, summarizing, explaining/interpreting/commenting, citing, and documenting (MLA or APA)
- Reflect upon your reading and research processes, writing processes, and rhetorical effectiveness

Course Outline or Schedule:

This is meant to be a general idea rather than a strict guideline for our calendar this semester. More accurate information will always be given on Brightspace, and I will give proper notice in our daily announcements should I divert from our planned calendar of events and lessons:

- Week One
 - Review ethos, logos, and pathos and begin brainstorming for your research project
- Week Two
 - Developing your research question and thesis statement
- Week Three
 - Learning about MLA/APA citations and information
- Week Four
 - Learning more about plagiarism
- Week Five
 - Beginning research
- Week Six
 - Continue Research
- Week Seven
 - Annotated bibliography
- Week Eight
 - Individual conferences
- Week Nine
 - Starting your research paper
- Week Ten
 - Background paragraphs
- Week Eleven
 - Revising intro and background paragraphs
- Week Twelve
 - Naysayer material + Outline
- Weeks Thirteen through Sixteen
 - Finishing and turning in your essay



Course Grading Information:

- Participation and Professionalism (15%)
 - This grade will be a combination of doing your daily work, being prepared for any reading quizzes there may be, and actively participating in any discussions (with more than just a couple of sentences). Part of this grade will involve having an individual conference with me.
 - *Conferences:* You must have at least one one-on-one conference with me this semester. You'll see in the schedule I have an entire week devoted to making time to have conferences with each of you this semester. That does not mean you cannot have a conference with me outside of that time. I also understand we are in a unique situation where we are hybrid and asynchronous. If it is easier or better for you to have a conference in the evening or even over a weekend, let me know **in advance** and I will make it work.
- Syllabus Contract (2%)
 - A signed agreement that you have read and understood the syllabus. This verifies that you agree to the conditions outlined in the syllabus.
- Thesis and Research Questions (5%)
 - A worksheet that helps you develop a working thesis statement and well-considered research question to help begin and guide your research.
- Annotated Bibliography (15%)
 - A properly formatted works cited page with a 100 word description of each source and its usefulness to your research project. There should be a minimum of 10 citations.
- Introduction and Background Paragraphs (8%)
 - Exactly as it sounds: These are the introduction and background paragraphs of your final paper.
- Outline (15%)
 - A detailed outline of your final research and advocacy essay. 4 - 5 page outline.
- Research and Advocacy Essay (20%)
 - An essay presenting your research and advocacy from over the course of the semester. 6 – 8 pages.
- Final Portfolio (20%)
 - The final copy of your Research and Advocacy essay, plus one previous writing assignment that contributed to your research process. You will also be expected to write an additional cover letter, roughly 2 pages in length.

Written Work Formatting:

- 12 point Times New Roman font
- Double-space the entire paper
- 1-inch margins
- Page numbers in the top right of the page
- Remove additional spacing after each paragraph
- Indent each paragraph by 0.5" (hitting the TAB key)
- Either APA or MLA formatting depending (we will discuss this in class)

Plagiarism and Cheating:

Much of this class is settled in the ethical use of outside research. Plagiarism and cheating are not ethical and as such will not be tolerated. **Any work found to be plagiarized or cheated will result in an automatic failure of the paper and potential failure of the course.** By plagiarizing and cheating, you have already failed the course outcomes by your own volition. As such, the consequences will be your own doing.

Plagiarism can occur in many forms, including but not limited to the explicit use of another person's work (including another student), the accidental use of another person's work (including another student), or even opening the path for such unethical behavior by sharing your work in a way that allows another to copy it.

Late Work, Attendance, and Make Up Work Policies:

Any and all late work will have an entire letter grade deducted for every class day it is late. After five days, I will no longer accept the work and it will receive a zero.

For example, if an assignment is due Monday at 11:59pm, you have until the following Monday at 11:59pm before I will mark it as a zero.

Since this class builds on itself and requires punctuality for you to perform properly, if you reach that five day mark on any assignment, you cannot continue with my class and you will not receive a passing grade.

It is up to you to take responsibility for your education. If there is an emergency, reach out to me as soon as you can. I can work with you if I am aware of the situation. I can do nothing if I am not aware.

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity.

*** [Click Here for the MCC Academic Integrity Statement](#)**

(www.mclennan.edu/academic-integrity)

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

*** [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 additional guidelines specific to this course.

*** *You will need to access each link separately through your Web browser (for example: Mozilla Firefox, Chrome, Microsoft Edge or Safari) to print each link's information.***

McLennan

C O M M U N I T Y

COLLEGE

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.

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

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 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/. 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. 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.

MCC Academic Integrity Statement:

Go to 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 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.