

## South Plains College

"SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE"

Course Syllabus for ENGL1302– Spring 2025: Class Meets from January 14, 2025 - May 1, 2025, from 11:00am-12:15pm, room TA 221

Course "website" can be accessed on Blackboard, or by going to [southplainscollege.blackboard.com](https://southplainscollege.blackboard.com)

### Instructor Contact and Office Hours

Instructor: Dr. Erika M. Warnick, Professor in College Literacy and Education

Email: [ewarnick@southplainscollege.edu](mailto:ewarnick@southplainscollege.edu)

Phone: 806-716-2238 Please leave me a message if I am not available to answer your call

### Office Hours

Mondays (face-to-face)	Tuesdays (face-to-face)	Wednesdays (Zoom)	Thursdays (Zoom)	Fridays
1:00pm-3:00pm	8:30am-9:30am 1:30pm-3:00pm	1:00pm-3:00pm	1:30pm-3:00pm	By Appt.

The Zoom link and passcode are in the "Start Here" folder in Blackboard.

### **\*Required Draft Review Meetings with Dr. Warnick\***

*ALL students will meet with me in-person to review their complete draft. This counts as an "in-class activity" grade.* The **TENTATIVE** date is Week 15. A sign-up link will be created and posted in the weekly module. This is **REQUIRED** and designed to review your drafts.

Additionally, throughout the semester, and on weeks leading up to your essays, you will be given a "work day" to work on those mini drafts!

### **\*Meetings with Tutors\***

All students have the option to meet with a tutor (either in person or via Brainfuse.com). Sometimes, I may require a student to meet with a tutor. Anytime a student meets with a tutor, they will receive extra credit!

### Deadlines to Look For!

- February 9:** Research paper topic and thesis due
- March 2:** Research paper outline with all sources (10+)
- March 16:** Research Paper, part I due
- March 27:** In-class peer review #1
- April 6:** Research Paper, part II due
- April 8:** In-class peer review #2
- April 20:** Research Paper, part III due
- April 22:** In-class peer review #3
- April 27:** Entire paper draft due (parts I, II, III)
- April 29&May 1:** Meet with Dr. W for edits
- May 5:** Entire revised research paper due!

*The above due dates are subject to change. Please see the master calendar of assignments at the end of the syllabus!*

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### **\*Required Material\***

1. Dedicated access to a computer WITH Wifi to complete assignments in Blackboard, attend Zoom sessions, and create, revise, and submit papers.
  2. A place where you can listen and participate in Zoom meetings/sessions
  3. 3-ring binder with loose paper
  4. Highlighters, pens, pencils
  5. Jump/flash drive to save papers.
  6. Microsoft Word OR GoogleDocs (NOT Pages for Macbook users). I cannot accept Pages documents. MacBook users: you will need to save your Pages documents as a Word or PDF documents before submitting any homework, drafts, or essays.
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### **\*Course Evaluation and Learning Outcomes\***

*\*\*\*\*While a "D" is considered passing the course, for students needing ENGL 1302 (Comp II) to transfer to another college and/or program, a C will need to be earned.*

The grades you receive on your assignments, quizzes, homework, digital work, drafts, revisions, papers, and participation activities are indicators of your progress toward college-level reading and writing. Students will be asked to keep an ongoing record of these grades. Additionally, it is each student's responsibility to continually monitor academic progress posted in each student's grade book on Blackboard.

**Grades are determined by the following scale:**

90-100 = A

80-89 = B

70-79 = C

60-69 = D

0-59 = F

*\*\*I only round up to the next whole number when a student's final average ends in*

*9. Example: A 79.2 = 80.*

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### **\*Grade Breakdown for Class\***

Research paper Outline with all sources	10% of grade
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Research Paper Parts 1, 2, and 3 – drafts of each key point for the paper	15% of grade (3x5% each)
In-class Activities/Attendance (includes peer reviews, daily activities, APA/reference/citations workshops, paper review meetings)	20% of grade
Weekly Reading and Writing Analysis Activities (includes assessments, reading analyses, weekly discussion board, journals, and homework)	15% of grade
Graded Complete Research Paper Draft (Essays 1, 2, and 3 combined)	15% of grade
Graded Complete Research Paper Final/Revised Version	25% of grade

### **\*Attendance/Late/Tardies and Dropping a Class\***

**You should plan on attending every class to remain engaged with the class and learn important aspects of the reading and writing process.** Everything we do to learn effective reading and writing strategies is done through workshop-style lessons in class that cannot be replicated or made up.

In every class, you will submit a brain-based reflection assignment, and you will participate in workshop-based practices. These count toward your discussion/participation grade:

- Brain-based reflections and in-class reading/writing/research workshops cannot be made up if missed.
- Brain-based reflections and in-class reading/writing/research workshops cannot be shared and/or copied with others.
- Any brain-based reflections and in-class reading/writing/research workshops that are missed will be given a grade of 0.
- I will drop three 0s at the end of the semester for missed brain-based reflections and/or in-class workshops.
- Please note: in every class, you will receive points for attendance, but you will also receive points for in-class activities.
- In-class peer reviews cannot be made up. Please plan on attending those three peer review sessions!

In addition, please plan on being in class on time! I will start class 5 minutes after (i.e., 11:05am), giving students time to come into the room and get settled. If a student is continually late to class, they may not be able to participate in that day's brain-based reflection, group activity, or workshop activity, earning a 0 for that day.

**\*If a student logs in to our Blackboard class but does not physically come to class by the 12th class day (January 29, 2025), the student will be dropped from the class.**

After the 12th class day, I rarely drop students from courses. Only in extreme cases (i.e., foul language, inappropriate behavior, continually not being prepared for class) will you be dropped. Therefore, please make sure you withdraw from the course if you are not succeeding in the class!

### **\*Cell-Phone Policy/Being Prepared for Class/Classroom Etiquette\***

I strive to offer a fun, interesting, hands-on, and respectful environment for all! This takes effort on the part of everyone in the classroom. Therefore, you are expected to:

- come prepared for class (i.e., pens, pencils, laptops, highlighters, research notes, references/sources, etc.);
- refrain from using mobile devices for purposes other than academic work;
- be polite and kind to everyone (professor, other students, guest speakers, etc.);
- be on time for class as much as possible.

If a student is continually tardy, unprepared for class, disrespectful, and/or disruptive in any manner, that student may be dropped from the course with an F.

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### **\*Grading Policy/Late Work/Attached Files Policy/Appropriate Files Policy\***

- Please be sure that you:
  - submit quality, college-level work, free from errors and slang, on the date on which assignments are due (please see an overview course schedule and Blackboard modules).
  - keep all material from the class during the course of the semester.
  - monitor grades and progress in the course.
  - submit assignments and essays in Word or Google Docs (NOT Pages for Macbooks or PDFs)

- upload assignments through the assignment link and essays through Turnitin (both in Blackboard), unless otherwise noted. I am not responsible for lost or misplaced essays, or essays or assignments that are awarded a 0, because they were uploaded to the wrong area.
  - upload completed documents. I am not responsible for paper/homework that is not attached when submitting an assignment. If you submit a blank document, this will be considered a 0. You will be able to resubmit any assignments within 1 day of the assignment deadline (with the exception of essays, drafts, and discussion posts).
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### **\*Late Work/Missed Work Policy\***

- **No essays/research papers (draft or final) will be accepted late** without written permission from the instructor. You will need to email me BEFORE a deadline, not afterward, if you would like me to consider any extension due to an unforeseen circumstance.
  - **Your essays MUST match the companion outlines by at least 75%.** If you do not submit an outline, it is hard for me to assist you with the essay!
  - **For assignments/homework ONLY, you will be allowed to submit assignments up to 1 day late.** I will send you a reminder that will be emailed to your SPC email. You will have until the following day (11:59 pm, CST) to submit the missing assignment. After that, a grade of 0 will be recorded in the grade book. This does not apply to essays, drafts, or research papers. So (unless otherwise noted), this means you will have until the next day (Monday) each week, to submit homework - no questions asked/no penalty.
  - If a student is dealing with an unforeseen circumstance (e.g., a death in the family, an illness), **the student should contact the instructor immediately, before the due date of an assignment.** Please do not assume that the instructor will change the date of an assignment, or extend the date, due to an unforeseen circumstance. *It is only at the instructor's discretion that due dates may be amended or extended.* If a date is changed, it will only be changed/amended/extended once. After that, a grade of 0 will be given for additional missed assignments.
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## **\*Essay Policies/Reading & Writing Activities – Requirements\***

- You are expected to turn in every part of an essay and/or assignment according to the dates listed on the course outline, noted on the essay and/or assignment instructions, and listed in Blackboard.
  - Papers are expected to be complete when submitting draft and revised versions. Complete means that the drafts and revised versions adhere to paragraph and word lengths as outlined in the instructions for each paper.
  - Drafts will be graded using a draft rubric; final versions will be graded using the research paper rubric.
  - Assignments are graded with assignment rubrics, provided in Blackboard.
  - All research papers (drafts, revisions, and all parts) must be in APA format.
  - Drafts and revisions will be submitted through the Turnitin system through Blackboard. Turnitin is a plagiarism and grading platform.
  - Papers WILL NOT be accepted late unless permission has been granted ahead of time by the instructor.
  - REMINDER!!! Papers/assignments will ONLY be accepted in Microsoft Word and PDF versions, uploaded through Turnitin.
  - Papers/assignments in Pages for Mac, or another word processing software OTHER than Word or PDF, will not be accepted. Turnitin cannot open/read/grade these documents.
  - I reserve the right not to provide feedback on any part of the research paper (i.e., “essays 1, 2, 3” and/or the complete draft) if it has been submitted late, and/or if the student has not met with me to review feedback, and/or the student did not complete one or more of the sections of the research paper, and/or if a student has not consistently been in class to learn and apply the workshop-based lessons learned.
  - Only students who submit “essays 1, 2, 3” (mini sections of the research paper) and/or the complete draft by the deadlines posted in Blackboard may participate in the in-class peer review graded activities for that particular essay/section of the paper.
  - I strive to provide thorough feedback on drafts; however, the feedback is designed to assist students in learning how to revise and edit papers. The feedback is not exhaustive; therefore, it is the student’s responsibility to edit and revise papers, ask questions, seek help, meet with tutors, etc., to revise papers appropriately and comprehensively.
  - I may request additional information to support that a student did not potentially use any AI device software (i.e., ask for all links for sources, drafts written, notes kept, etc.). Please keep ALL work related to this class!
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## **\*Plagiarism and Cheating: Definitions and Policy\***

Students are expected to do their own work on all projects, quizzes, assignments, digital homework, exams, and papers. Failure to comply with this policy will result in an F for the assignment and can result in a n F for the course, and/or a referral to the Dean of Students.

**\*\*Please do not, under any circumstances, turn in a paper, whether whole or in part, that is not your own.**

**\*\*Please do not turn in a previously written paper that you wrote for another course and/or school.**

**\*\*Please do not, under any circumstances, turn in a paper, whether whole or in part, using any generative AI technology (i.e., ChatGPT, Nova GPT, etc.).**

Please see the information below related to plagiarism, cheating, and generative AI.

### **What is Plagiarism?**

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail-order term paper mill;
2. Turning in a paper/project/assignment that someone else completed for you;
3. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
4. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
5. Missing in-text citations.
6. Taking an essay/paper/assignment you wrote for another class (whether for me or another professor) and submitting it again in this class.

### **What Constitutes Cheating?**

**Cheating violations include, but are not limited to, the following:**

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain unfair advantage;

5. Taking an examination for another and/or having someone else take an exam for you;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper;
10. Utilizing Chat GPT, and/or any type of generative AI device to write parts or all of an assignment;
11. Using a translator, whether human or computerized, to write a paper or assignment.

### \*Generative AI Policy\*

Artificial Intelligence (AI) can be helpful for students to use as a springboard or brainstorming tool. From time to time, we may experiment with Ai in this class. Only tools that I have approved and allow the class to use may be used for reading/writing purposes in this course.

**AI cannot replace the critical thinking, creativity, and independent work that are expected for assignments submitted in this class and that are integral to your academic growth.** Submission of an assignment composed by AI is considered a violation of academic integrity.

Students are expected to do their own work on all projects, quizzes, assignments, digital homework, exams, and papers. Failure to comply with this policy will result in an F/0 for the assignment and can result in an F for the course, and/or a referral to the Academic Dean.

**South Plains College's AI policy may be found here:**

<https://www.southplainscollege.edu/syllabusstatements/>

**Generative AI policy:** Our Turnitin system utilizes an AI checker. Should an essay/assignment be flagged as having used AI, and/or, if any work in the class indicates AI usage and differs greatly from previously submitted work (including discussion posts, homework assignments. Pre-writes, etc.), the student will be notified by the instructor for further consultation and discussion.

Depending on the situation (and only in a "first offense" situation), the student may be provided a short window of time in which to rewrite the essay using no AI devices



(including things such as Grammarly, Microsoft Word editor, and even translator software) and/or no technological devices. If they refuse this option, students will be awarded a 0 for that assignment.

I may request additional information to support that a student did not use AI device software (i.e., ask for all links for sources, drafts written, notes kept, etc.). Please keep ALL work related to this class!

Should an additional occurrence and/or continued occurrences of AI usage in any part of the class occur (i.e., discussions, homework, pre-writes, essays, etc.), the student will be awarded a 0 for the assignment, an F in the course, and an administrative drop (with an F) from the course.

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### **\*SPC Institutional Policies\***

**Attendance:** Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus. When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college, or an official activity, the instructor may permit the student to make up work missed. **It is the student's responsibility to complete work missed** within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first-class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the

classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

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**Academic Integrity:** It is the aim of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present assignments that he or she has not honestly performed is regarded as a serious offense. The offender is liable to the consequences for cheating and plagiarism as described in the SPC catalog in sections, "Academic Integrity" and "Student Conduct."

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**Campus Carry and South Plains College: Important Information:** Texas SB 11 (Campus Concealed Carry) went into effect for community colleges on August 1, 2017.

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**Campus Resources:**

**Tutoring:** Tutoring Services will be offering face-to-face tutoring one-on-one appointments, one-on-one live virtual sessions with SPC tutors, as well as using services from tutor.com. For additional questions regarding Tutoring Services or scheduling, please contact Ms. Dalila Gonzales at 806-716-2538 or at [dgonzales@southplainscollege.edu](mailto:dgonzales@southplainscollege.edu).

**Library Resources:** Access electronic resources, chat with a librarian, get help with your citation, and find short videos to help you get started with using Library services. Visit <https://southplainscollege.libguides.com/> or contact the library at Levelland (806-716-2330 or [library@southplainscollege.edu](mailto:library@southplainscollege.edu)) or at Reese (806-716-4682 or [referencelub@southplainscollege.edu](mailto:referencelub@southplainscollege.edu)).

**Health & Wellness Center:** The counselors at the Health & Wellness center can advise you confidentially. They can also help you access other resources on campus and in the local community. You can schedule an appointment with a counselor by calling 716-2529.

**Advising & Testing:** Students may contact the advising and testing center for information regarding TSI or other tests required by programs at SPC and/or advising services.

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**Non-Discrimination Statement:** South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Stan DeMerritt, Vice President for Student Affairs, South

Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

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**Students with Disabilities:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

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**Title IX Pregnancy Accommodations:** If you are pregnant, or have given birth within six months, under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations, you must submit a Title IX pregnancy accommodations request, along with specific medical information, to the Director of Health & Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health & Wellness at 806-716-2362 for assistance.

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**Diversity Statement:** In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world, and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is but also model society as it should and can be.

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### **\*Syllabus Statement\***

**I reserve the right to amend, delete, add, and/or edit the above information, as well as dates/assignments as needed, to meet learning outcomes in the course.**

*The intention of the master syllabus is to provide an outline of the contents of this course, as specified by faculty of the Reading Department at South Plains College, regardless of who teaches the course, when it is taught or where it is taught. Faculty members teaching this course for South Plains College are expected to facilitate learning pursuant to the course objectives. However, instructors also are encouraged to cover additional topics of interest so long as those topics are relevant to the course's subject. The master syllabus is, therefore, prescriptive in nature but also allows for a diversity of individual approaches to course material.*

**TENTATIVE Schedule for Online Coreq: ENGL1302– Spring 2025 – Dr. Warnick - Schedule Subject to Change**

Please Note: **This is an OVERVIEW of the semester; this is NOT a complete homework schedule.**

**Specific activities, homework assignments, and due dates are in your weekly Modules in Blackboard.**

*You will be notified in class and/or via Blackboard of any changes. It is your responsibility to keep up with changes to the schedule and syllabus. I reserve the right to change/amend/delete/add/edit materials, assignments, assessments, and dates as necessary to meet the learning outcomes of the course. Please check Blackboard for an updated schedule. This is a tentative course schedule and is subject to change at the discretion of the instructor.*

<b>DAY/CLASS</b>	<b>Lesson</b>	<b>Homework/Assignment Due</b>
Week 1 January 13-19	Welcome to Class! Getting to know you, getting to know research	<b>Complete all assignments in the Week 1/Getting Started Module in Blackboard!</b>
Week 2 January 20-26	Evaluating a research paper/essay “map,” introduction to story elements in literature	<b>Complete Module 2 in Blackboard by Sunday.</b>
Week 3 January 27- February 2	Considering a research topic and thesis statement; introduction to story elements of literature, continued (plot arc)	<b>Complete Module 3 in Blackboard by Sunday.</b>
Week 4 February 3-9	Annotating literature/readings; intro to searching for credible sources; intro to APA style; plot analysis	<b>Complete Module 4 in Blackboard by Sunday.</b>  <i>Submit research paper topic proposal and thesis by Sunday!</i>
Week 5 February 10-16	Reading/thinking voice in reading; character analysis; grammar: subjects/predicates/back to basics; intro to literary devices	<b>Complete Module 5 in Blackboard by Sunday.</b>

Week 6 February 17-23	Themes and lessons in reading; grammar: FANBOYS; intro to outlining; metaphors and similes in reading	<b>Complete Module 6 in Blackboard by Sunday.</b>
Week 7 February 24-March 2	Character analysis and mapping; grammar: dependent clauses; intro to in-text citations; alliteration in reading.	<b>Complete Module 7 in Blackboard by Sunday.</b>  <i>Submit Research Paper outline with ALL sources by Sunday</i>
Week 8 March 3-9	Reading strategy – annotating; grammar: more on grammar basics; intro to literary devices: symbolism in writing, continue working on in-text citations	<b>Complete Module 8 in Blackboard by Sunday.</b>
Week 9 March 10-16	Reading/writing strategy – SOAPStone; grammar: advanced	<b>Complete Module 9 in Blackboard by Sunday.</b>  <i>*Submit part I of the research paper: Introduction paragraph, plus three paragraphs about key point 1, by Sunday</i>
Week 10 March 17-23  <b>**NO CLASSES**</b>	Spring Break Week! Enjoy!! ☺	<i>No new homework this week!</i>  <i>*Please bring a PRINT copy of Part I of your Research Paper for an in- class, graded peer review the Thursday after break (Th., 3/27)</i>
Week 11 March 24-30	APA references <i>Thursday:</i> In-class peer review. Please bring a PRINT copy of research part I to class!	<b>Complete Module 11 in Blackboard by Sunday.</b>

<p>Week 12 March 31-April 6</p>	<p>APA, part II: more on references and in-text citations. Graded in-class assignment. Work day: Thursday, April 3</p>	<p><b>Complete Module 12 in Blackboard by Sunday.</b></p> <p><i>*Submit part II of the research paper: Introduction paragraph, plus three paragraphs about key point 2, by Sunday</i></p> <p><i>Please bring a PRINT copy of Part II of your Research Paper for an in-class, graded peer review Tuesday (4/8)</i></p>
<p>Week 13 April 7-13</p>	<p><i>Tuesday:</i> In-class peer review. Please bring a PRINT copy of research part II to class! Word choice and language in literature and writing</p>	<p><b>Complete Module 13 in Blackboard by Sunday.</b></p>
<p>Week 14 April 14-20</p>	<p>Tuesday: Resolutions in reading/twist endings. Graded in-class assignment. Work day: Thursday, April 17</p>	<p><b>Complete Module 14 in Blackboard by Sunday.</b></p> <p><i>*Submit part III of the research paper: Introduction paragraph, plus three paragraphs about key point 3, by Sunday</i></p> <p><i>Please bring a PRINT copy of Part III of your Research Paper for an in-class, graded peer review Tuesday (4/22)</i></p>
<p>Week 15 April 21-27</p>	<p><i>Tuesday:</i> In-class peer review. Please bring a PRINT copy of research part II to class! Word choice and language in literature and writing <i>Thursday:</i> Putting it all together/editing parts together – workshop (we ARE in class this entire week!)</p>	<p><b>Complete Module 15 in Blackboard by Sunday.</b></p> <p><i>*Complete draft of your entire edited research paper (edited versions of research parts I, II, and III combined) due by Sunday!</i></p>

Week 16 April 28-May 4	Individual meetings with Dr. W to review your draft research paper!  Please bring a PRINT copy for review meetings!	<b>Complete Module 16 in Blackboard by Sunday.</b>
Week 17 May 5-8  **Finals Week**		<b>***Complete, revised/edited version of your research paper is due by Monday, May 5, 2025 (11:59pm)!</b>