

**ENG-112 Writing/Research in the Disciplines**  
**Section xxx Course Syllabus**  
**Department of English and Humanities**  
**Sandhills Community College**  
**Fall Semester, 2018**

**INSTRUCTOR:** Xxxxx Xxxxx  
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### **Catalog Course Description**

**ENG-112 Writing/Research in the Disciplines**      3 credit hours

**Prerequisites:** ENG-111

**Corequisites:** None, although keyboarding skills are recommended

This course, the second in a series of two, introduces research techniques, documentation styles, and writing strategies. Emphasis is placed on analyzing information and ideas and incorporating research findings into documented writing and research projects. Upon completion, students should be able to evaluate and synthesize information from primary and secondary sources using documentation appropriate to various disciplines. (2014 FA) *This course has been approved to satisfy the requirement (s) for the UGETC Course for A.A., A.E., A.F.A. and A.S. as well as English Composition Gen. Ed. Course for A.A.S and A.G.E.*

### **Course Goals**

Using the composition skills that were acquired in English 111, students in this course will be expected to compose written and oral research reports that are argumentative or persuasive in form. The professor will determine the number of graded assignments. Upon successful completion of the course, students will have demonstrated these basic skills of academic research, argumentation, and oral communication.

### **Student Learning Outcomes:**

1. Read, locate and evaluate a variety of information using research methodologies appropriate to disciplines.
2. Apply research and use writing to achieve a variety of purposes in a variety of disciplinary contexts.
3. Demonstrate accurate and responsible documentation appropriate to disciplines.
4. Present, individually or collaboratively, work appropriate to rhetorical situation.

## General Education

This course is designed to reinforce the following general education areas: communication, social responsibility, critical thinking, and technical literacy.

## Required Course Materials

1. Graff, Birkenstein, and Russel Durst. *They Say, I Say: Across Disciplines*. Fourth Edition. New York: Norton, 2018. Print.
2. Bullock, Brody and Francine Weinberg. *The Little Seagull Handbook*. 3<sup>rd</sup> Ed. New York: Norton, 2017. Print.
3. Portable flash drive to connect to USB port in classroom computers.

## Attendance Policies for English and Humanities Department

All students are expected to attend all classes. For emergencies or illness, not vacation, students may be allowed to miss no more than five class hours per semester. Vacation must be taken between semesters or official college breaks or holidays during the semester or summer session. At their discretion, instructors in the English and Humanities Department may, but are not required, to permit additional hours of absences. Additional college policies with regard to absence are explained below:

- **Adding and Dropping Courses:** A student may add a course with permission of the advisor through the second day of the semester. After that point, permission of the advisor and the instructor is needed in order to add a course. A student may drop a course at any time during the first eight weeks (or half-way through a summer session) of the semester by completing an official drop form, obtaining the signatures of the advisor and the instructor, and filing the form with the registrar. Students who stop attending class without officially dropping the course may receive a failing grade in the course.
- **Withdrawal from a Course, Program, or the College:** Emergency situations may arise after the no-penalty drop period whereby students must leave involuntarily. In this case, the student may withdraw from the course by completing the withdrawal form. The student must secure the instructor's signature on the withdrawal form. This form must be completed and filed with the registrar. Students who are passing at the time of withdrawal may receive a grade of "WP." Students who are failing at the time of withdrawal may receive a grade of "FW." Students who stop attending class without officially withdrawing from the course may receive a failing grade in the course.
- **Other Attendance Policies:** Faculty members will inform students at the first class period if tardiness is to be computed as an absence. Absence from class must be explained satisfactorily to the instructor, and the student is held responsible for all work missed. Unsatisfactory attendance may adversely affect a student's grade for the course. Any student who violates the attendance policy of the course during the first eight weeks (or half-way through a summer session) of the semester may be required to drop the course. Any student who violates the attendance policy of the course during the last eight weeks of the semester may be required to withdraw from the course with

grade of “WP ” or “FW,” depending upon his or her grade in the course at the time of withdrawal. Class sessions that are missed by late-enrolling students may be counted as absences. Students will not be charged when an absence is due to participation in an activity approved by the dean of instruction or the dean of student life.

- **Instructor-Initiated Drop or Withdrawal:** An instructor may drop or withdraw a student from a course under any of the following conditions:
  1. Student misses more than five classroom hours, does not turn in two consecutive assignments, misses more than two weeks of an online class, or fails to meet the attendance policy of the course.
  2. Student is absent from the final exam without the instructor's permission.
  3. Student exhibits misconduct.

## Grading Policies

### Evaluation Criteria

To insure that all graduates of its degree programs are competent in communication, critical thinking, and technical literacy, all students who pass ENG 112 must present all written documents in an approved format written with Microsoft Word, must conduct research via the Internet and library, and must demonstrate oral and written communication competency according to the following college and English and Humanities Department standards:

- *Criteria for Evaluating a Research Paper.*
- *Criteria for Evaluating an Individual Presentation.*

### Grading Scale for Individual Assignments

- A = 93-100
- B = 85-92
- C = 77-84
- D = 70-76
- F = Below 70

### Determination of Final Course Grade

Your final course grade will be based upon the following weights for categories of assessments:

Assignment Category	Percentage of Final Grade
Discussion Forums	20%
Essays	20%
Quizzes	20%
Oral Presentation	10%
Research Paper	20%
Final Exam	10%
Final Average	100%

# Sandhills Community College Policy Statements

## Support for Student Learning and Progress

- Academic advising is available to all students in the Student Success Center, which will assist in developing an educational plan consistent with life goals and objectives.
- Academic tutoring is available to all students on an individual or small group basis in the Kelly Tutoring Center.
- Writing assistance is available to all students in The Writing Lab on a drop-in basis.
- Boyd Library has a wealth of print and online resources.
- The Learning Resource Center in Boyd Library provides computer access as well as staff assistance with research.
- Counselors are available to assist students in coping with any concerns or difficulties they may experience while attending college.
- Career counseling and job placement services are also readily available.

## Accommodations for Students with Disabilities

The college strives to provide an equal educational opportunity to all. In compliance with college policy and equal access laws, professors are available to discuss appropriate academic accommodations that may be required for a student with disabilities. Students requesting accommodations must contact the college disabilities coordinator in the *Kelly Tutoring Center*.

## Classroom Conduct

Faculty and students have the right to a classroom atmosphere that is conducive to study, thought, and full concentration on study topics. Behavior that threatens such an atmosphere, disrupts learning and teaching activities, or creates an atmosphere of fear and intimidation will not be tolerated. For additional information, please read the section on "Student Conduct" in the *College Catalog*.

## Academic Honesty

The college believes that the pursuit of knowledge requires honesty. Students are expected to act appropriately and deal honestly in all aspects of their interactions with the college and their academic work. The college will not tolerate dishonest acts such as copying the work of another; using unauthorized help, books, or notes on examinations or projects; or intentionally representing the work of another as one's own without proper reference (plagiarism). The consequences of academic dishonesty may vary according to circumstances. Actions that could be taken include, but are not limited to, the following: a failing grade for the work involved, failure in the course, or removal from the course. For additional information, please read the subsection on "Academic Honesty," which is located in the *College Catalog*.

## Computer Use

The college expects and requires ethical and responsible behavior of individuals using information resources, which include computers and the college network and Internet capabilities. Individuals using these resources must abide by the college's *Acceptable Use Policy*, which requires respecting intellectual property rights, protecting private information, refraining

from accessing inappropriate or offensive information, and ensuring open access to available resources.

### **Student Grievance Procedure**

The college assures Sandhills students that their grievances will be considered fairly, rapidly, and in a non-threatening atmosphere. Any student who feels unfairly treated may follow the "Student Grievance Procedure, which is described in detail in the *College Catalog*.

### **Annual Security Report**

To comply with federal laws the college provides information about serious crimes that have occurred on campus during the last three years. Copies of the Campus Crime Statistics Report and Annual Security Report may be obtained by contacting the main campus switchboard (910-692-6185) or the director of the Hoke Center (910-875-8589). The information can also be found on the college's Security Services website at [www.sandhills.edu/security/](http://www.sandhills.edu/security/).