



Harrisburg Area Community College  
Department Name  
Campus/Unit Name  
Term/Year: Spring 2015

Instructor: Sara J. Sutter  
Office: Virtual  
Office Hours: By appt.

Phone: (570) 309-0278  
E-mail: SJSutter@hacc.edu  
Subject/CRN: English 102

---

**Required Text:** *Current Issues and Enduring Questions* ed. 10 ISBN: 1457622602

**Also Required:** Additional resources, such as handouts, articles and media will be provided for you via Desire2Learn.

**Course Description:** In general, this course builds on English 101, connecting thinking, reading, and writing. Research, interpretation, and argumentation are emphasized. More specifically, we will be studying these technical skills alongside essays that investigate the questions "What is Happiness?" and "How Free is the Individual Within Society?" We will analyze a variety of essays--from ancient philosophers to contemporary essayists--and form our own arguments in response. The course focuses on writing as *process* rather than *product*; you will be required to complete preparation and revision assignments for each essay.

**Learning Objectives of English 102:**

Upon successful completion of the course the student will be able to:

- Read critically to identify and analyze an author's position, purpose, voice, audience, and writing style.
- Recognize fallacious and/or misleading arguments.
- Use an accepted academic format and documentation style.
- Identify, gather, and evaluate information from a variety of primary and secondary sources, including electronic sources.
- Summarize, analyze, and incorporate information and ideas from sources.
- Write at a level of advanced complexity of thought, diction, and style.
- Use audience-appropriate rhetorical strategies to organize and develop academic writing.
- Present conclusions and judgments that are consistent with the preceding arguments and evidence.

### **Course Activities:**

-Readings: Each week, I will provide you with reading assignments from the textbook and from the web.

-Writing: Each week, you will be expected to practice various writing exercises and techniques. Some will be submitted to class discussion; others will be essays that you will submit.

-Discussion: Each week, we will discuss the readings and writing topics. Your discussion contributions are fundamental to your English 101 success. It is necessary that you respond thoughtfully and thoroughly, and I will do my best to be clear in my expectations for each discussion forum.

-Videos and Media: To supplement each week's topics, I will provide various videos and media. As participants, you will be encouraged to find your own videos and media from the web and share these with the class.

### **Deadlines for Major Assignments:**

July 11: Writing Assignment 1

July 25: Writing Assignment 2

August 1: Writing Assignment 3

August 13: Writing Assignment 4 & Final Portfolio

### **GRADING:**

For each grade item (for example: participation, essay 1, etc.), you will have the opportunity to achieve a certain number of points. You will find evaluation rubrics included with each assignment and the discussion so that you will know what is expected in order to achieve the maximum number of points.

**Class Participation:** This includes weekly contributions to class discussions and completion of all writing assignments, readings and class activities. Your participation in class discussion will be assessed three times throughout the course, and you will find a grading rubric under the "Contents" section of the D2L site. This is **30%** of your grade.

### **Final Grade Criteria**

- •30%: Participation in class discussion and weekly assignments.
- 5% Writing assignment 1
- 15% Writing assignment 2
- 5% Writing assignment 3
- 15% Writing assignment 4
- •30%: Final Portfolio: all four assignments + option for revision of assignments 1-3.

**Grading Scale:** 100-93 = A; 92-90 = A-; 89-87 = B+; 86-83 = B; 82-80 = B-; 79-77 = C+; 76-73 = C; 72-70 = C-; 69-67 = D+; 66-63 = D; 62-60 = D; below 60 = F

**Grades W, I, Y will be assigned according to HACC Administrative procedure 667.**

## **Policies**

### **Attendance policy (AP 661, Student Attendance):**

It is critical that you log on to D2L before the class begins and at least several times/week once the course begins. Online attendance is monitored and measured by timely completion of assignments and participation in class discussion.

If you are, for some reason, unable to participate one week, please email me explaining why. I will allow you one week of unexcused absences, and beyond that you will need to excuse by communicating with me your reasons for absence.

If attendance and participation problems become a trend throughout the first week of the course, I will implement attendance registers via D2L that will record your visits to the site. Changes of this sort will be announced in advance.

### **Makeup Work:**

Late contributions to discussions will not be accepted. Deadlines for discussion commentary will be posted each week, and your discussion participation will be assessed 3x/semester or once every 4 weeks. This is described more below under the "grading" section."

If a major writing assignment needs to be submitted late, then it is necessary that you contact me as soon as possible. Depending on the situation, we will agree upon a new deadline for you to submit your work.

Work that is not turned in or completed late without advance communication with will not be accepted.

## **RESOURCES:**

**Technical assistance with D2L:** HACC Support Center (717) 780-2570

**Online library & Online tutoring:** Access the "Resources" section of the HACC site.

**Me:** I strongly encourage you to email me with your ideas and concerns throughout the course. I check my email many times throughout the day, and will usually be very quick in responding to you. If you have any troubles, I am happy to help. Every term, at least one student "disappears"; even if you need to drop the course, communicate with me.

**Important Advice:** One of the keys to your success in this course will be time management. Be sure to be realistic about the course requirements and time commitments so that you can develop a strategy of managing your time appropriately.

## **ACADEMIC DISHONESTY (AP 594, Academic Dishonesty):**

Academic honesty is one of the fundamental principles upon which the College was founded and upon which it must operate to continue to perform its most important function. Students are expected to be honest in all of their academic endeavors. The College views academic dishonesty as a serious breach of conduct. Depending upon the nature and severity of the dishonest act, the faculty and the College may discipline a student for verifiable acts of dishonesty occurring in or

out of the classroom. This policy shall be implemented according to regulations approved by the President.

***Plagiarism*** means misrepresenting as your own work any part of work done by another or submitting the same paper or substantially similar papers to meet the requirements of more than one course without the approval and consent of all instructors concerned. It is a serious offense that is grounds for failure. In this class, we will learn and spend time practicing how to document our use of outside sources. If you ever have a question about whether or not your use of someone else's writing is appropriate, please do not hesitate to ask.

### **STUDENTS IN NEED OF ACCOMMODATIONS:**

Students with disabilities who are in need of accommodations should contact the campus disability coordinator listed below. Coordinators for each campus are listed here:

<http://www.hacc.edu/StudentServices/DisabilityServices/Contact-Us.cfm>

### **EEOC POLICY 005:**

It is the policy of Harrisburg Area Community College, in full accordance with the law, not to discriminate in employment, student admissions, and student services on the basis of race, color, religion, age, political affiliation or belief, gender, national origin, ancestry, disability, place of birth, General Education Development Certification (GED), marital status, sexual orientation, gender identity or expression, veteran status, genetic history/information, or any legally protected classification. HACC recognizes its responsibility to promote the principles of equal opportunity for employment, student admissions, and student services taking active steps to recruit minorities and women.

The Pennsylvania Human Relations Act ("PHRAct") prohibits discrimination against prospective and current students because of race, color, sex, religious creed, ancestry, national origin, handicap or disability, record of a handicap or disability, perceived handicap or disability, relationship or association with an individual with a handicap or disability, use of a guide or support animal, and/or handling or training of support or guide animals.

The Pennsylvania Fair Educational Opportunities Act ("PFEOAct") prohibits discrimination against prospective and current students because of race, religion, color, ancestry, national origin, sex, handicap or disability, record of a handicap or disability, perceived handicap or disability, and a relationship or association with an individual with a handicap or disability.

Information about these laws may be obtained by visiting the Pennsylvania Human Relations Commission website at [www.phrc.state.pa.us](http://www.phrc.state.pa.us).