

South Plains College Course Syllabus

ENGL 1302: Composition II

Spring 2026

Instructor Information:

Name: Renee Stubbs, M.S., M.A.

Office Location: Trinity High School, Room 106

Academic Coaching: Monday - Friday: 8:00 - 8:30 am

Conference Times: R1 - 8:35 - 9:55 am; N3 - 12:50 - 2:10 pm

Class Meeting Times: R2 -10:00 - 11:20 am

Email: RStubbs@tcsclubbock.org or RStubbs@southplainscollege.edu

Email Instructions: For this class, you are expected to email me from your SPC student email account or your TCS email account, and NOT from a personal email account OR in the Blackboard course messages. I cannot respond to the Blackboard messages from my email, so your response time will be significantly longer if you do this. Log into [MySPC](#) to access your SPC student email.

When you email me, in the subject line, type YOUR NAME, CLASS, and the SUBJECT OF YOUR MESSAGE (*example: Jane Doe - ENGL 1302 - Question about Week 2 Readings*), and then write out your email.

Please note: I try to answer emails within 24 hours if I will not be able to discuss it with you in class before that. If I do not respond, it simply means I will respond to you personally when I see you.

Course Description: This course is a continuation of ENGL 1301 and an intensive study of and practice in the strategies and techniques for developing researched-based expository and persuasive texts, along with being an introduction to literature. The course emphasizes effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of a sampling of literary, verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. **Prerequisite:** Grade of "C" or better in ENGL 1301 or chairperson approval.

Credit: 3 **Lecture:** 3 **Lab:** 0

Course Purpose: English 1302 has a two-fold purpose: it encourages critical writing by introducing the students to research and writing from sources, and it introduces the students to the study of literature, including short stories, drama, and poetry.

Required Textbook & Supplies: All reading material will be provided in the course through open-ended and other school resources. If you want a hard copy of the novel we will be doing in class, Night, you can purchase it online from a number of places.

Core Curriculum Objectives addressed:

- **Communications skills**—to include effective written, oral and visual communication
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Teamwork**—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility**—to include the ability to connect choices, actions, and consequences to ethical decision-making.

Student Learning Outcomes: Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative research processes.
2. Develop ideas and synthesize primary and secondary sources within focused academic arguments, including one or more research-based essays.
3. Analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence.

4. Apply critical thinking to the study of literature and write essays which demonstrate that critical thinking.
5. Use edited American English to write in a style that clearly communicates meaning, builds credibility, and inspires belief or action.
6. Apply the conventions of style manuals for specific academic disciplines (e.g., APA, CMS, MLA, etc.)
7. Read and view videos of works of literature; analyze the use of literary devices (plot, point of view, theme, characterization, setting, symbolism, tone, etc.); participate in class discussions of the readings; and be tested over their understanding of the readings and lectures through quizzes, examinations, and/or written assignments.

Student Learning Outcomes and Core Curriculum Objectives Assessment: A pre- and post-test and/or a writing assignment rubric will be used to determine the extent of improvement that students have gained during the semester.

Technology Requirements:

1. **SPC username and password:** email helpdesk@southplainscollege.edu or call the SPC Help Desk at 806-716-2600 for help with your username/password
2. **SPC student email access:**
 - **SPC Student Email Account:** If you haven't already, you must go ahead and activate your SPC student email account. Not only will you need access to your SPC email account to receive TURNITIN digital paper submission receipts for our class, but you must use it to communicate with me.
 - Your SPC Email address is: **yourSPCusername@southplainscollege.edu** (ex. jsmith1234@southplainscollege.edu).
 - Your student email password is the same as your Blackboard password. If you need help, call the SPC Help Desk at 806-716-2600.
 - To access your SPC email account, log in to [MySPC here](#)
 - You can also set up access to your SPC email account through mobile phone mail apps, such as default smartphone Mail app or the Outlook app.
 - Check with the SPC Help Desk for assistance: 806-716-2600.
3. **Regular access to a computer and reliable internet service:**
 - Open computer labs are available free to students with an SPC I.D. on all SPC campuses (Levelland, Lubbock Downtown Center, Lubbock Career and Technical Center, Plainview).
 - Computer or internet connection problems may occur for you at some point this semester. **Understand that it is your responsibility to find alternate computers you may use to submit your work on time.** Find your alternate resources **now**; do not wait until you suddenly need them! Line up three friends TODAY who would be willing to loan you a laptop if yours suddenly crashes.
 - Free WiFi is available in all SPC campus buildings, some SPC parking lots, most coffee shops, etc.
4. **Blackboard:** grades, assignments, quizzes, videos, and many other resources for this class are accessed through the Blackboard learning management system. Use your SPC credentials to log in here: <https://southplainscollege.blackboard.com>
5. **Office 365: Word and PowerPoint:** You are required to use Microsoft Word to create papers for this course. As a member of the SPC community, you have free access to Office 365. Office 365 provides free online access to Microsoft Word, Microsoft Excel, Microsoft PowerPoint, and 1TB of free online storage with Microsoft OneDrive. You can use Office 365 online or download for free and install to your PC, Mac, or mobile device.
 - To access Office 365 for free as an SPC student, go to <https://www.office.com> and sign in with the following credentials: SPCusername@southplainscollege.edu and your SPC password.
 - You can then click the link for the individual application you want to use online, or click the install Office link towards the top right to install the application to your computer.

6. **Adobe Reader:** Available to download free from this website:

<http://www.adobe.com/products/reader.html>

Computer Help: need help with your computer, laptop, email address, or username and password?

- Email helpdesk@southplainscollege.edu; or call 806-716-2600

Blackboard Help:

1. **Get Help by Email:** blackboard@southplainscollege.edu
 - Be sure to include your full name, your instructor's name, the course and section you are enrolled in, and a detailed description of the problem.
 - The blackboard@southplainscollege.edu account is monitored from 8:00 a.m. – 10:00 p.m., Monday – Sunday.
 - You can expect a response within 24 hours by email; however, the average response time is less than one hour.
2. **Get Help by Phone:** 806-716-2180 (available between 8 AM and 4 PM Monday through Friday, except on holidays)
3. **Get Help Online:** click on the Help link listed in the Blackboard course menu.

Writing and Grammar Help:

Tutoring services are FREE to all SPC students! Visit this link to view the SPC Writing Center schedule or make an appointment with a tutor in one of the Writing Centers on the Levelland, Downtown Lubbock, or Plainview campuses: [Writing Center information](#)

Brainfuse is also FREE to you when SPC tutors are not available. You have 3 hours per week for free to utilize these after-hours tutors. To access Brainfuse, you must go through Blackboard. Log in, click on Tools in the menu on the left, and click on the Brainfuse tile. Hours reset on Sunday nights.

Brainfuse hours: Monday-Thursday 8:00 pm-8:00 am; Friday 6:00pm-8:00 am; Saturday-Sunday 24/7
Need further assistance? Contact us at tutoring@southplainscollege.edu or by phone at 806-716-2538

Assignment Deadlines: These will be made clear in class and in Blackboard.

Disabilities Statement: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations 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, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302.

Grades and Grade Calculations: Each week, click on the *My Grades* link in the Blackboard menu to view your grades and current average. If at any time you wish to discuss your course progress, contact me. Keep in mind in this dual credit class, I am not only updating grades in Blackboard, but I also update your current average every so often in RenWeb. If parents want to see your individual grades, it is up to you to share those with them in Blackboard. Grades are based on the following scale: A (90-100); B (80-89); C (70-79); D (60-69); F (59 and below).

Grade Calculation Chart:

Assignment	Weight
Essays 1 & 2	25
Research Paper (includes the outline and rough draft / peer reviews as their own grades in this category)	25
General Assignments / Homework	20
Quizzes / Projects / Major Assignments	20
Midterm / Final Exam	10
Total	100

Written Assignments: Major papers should meet the guidelines of the assignment prompt and be properly formatted in MLA 9th edition. You are responsible for understanding and following MLA format and asking questions when needed. Here's a quick overview: <https://www.scribbr.com/mla/formatting/>

Essays that do not reach at least 50% of a minimum length requirement do not constitute an acceptable attempt at the assignment and receive a zero by default.

Essay Assessment Guidelines:

Essays may earn grades ranging from A to F based on the instructor's grading scale. Depending on the assignment, certain criteria may be weighted more than others, and the instructor's assignment may establish additional, more specific criteria. The quality of each of the criteria determines the letter grade. Not every essay will fit a single grade's description completely. Instructors may also include process assignments and drafts in their assessment of the final grade.

“A” Essay (Superior)

To earn an “A,” a paper meets all of the criteria below:

1. The paper fulfills all the basic requirements of the assignment (for example, topic, purpose, length, format).
2. **Unity:** The paper states a clear thesis, all topic sentences strongly support the thesis, and body paragraphs are unified around their topic sentences. The essay conveys a clear purpose and is tailored to a distinctive audience.
3. **Support:** Body paragraphs contain abundant, fresh details and examples that provide specific, concrete, logical evidence. If sources are required, the paper accurately integrates and correctly documents credible source material to add insight, sophistication, and complexity to the paper's ideas.
4. **Coherence:** The organization of the paper is excellent and logical (emphatic order, chronological order, etc.), transitions are sophisticated, and the paper exhibits mastery of basic components (introduction, conclusion, and body paragraph structure).
5. **Sentence Skills:** The paper contains no major errors (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form) and is virtually free of other grammar, spelling, wrong word, punctuation, mechanical, or point of view errors. Word choice and sentence variety (simple, compound, complex) are effective and powerful.

“B” Essay (Strong)

To earn a “B,” a paper meets all of the criteria below:

1. The paper fulfills all the basic requirements of the assignment (for example, topic, purpose, length, format).
2. **Unity:** The paper states a clear thesis, all topic sentences directly support the thesis, and body paragraphs display unity. The essay conveys good awareness of purpose and audience.
3. **Support:** Body paragraphs are well-developed with specific details, examples, and sound logic. If sources are required, the paper accurately uses and correctly documents credible source material to supplement its ideas.
4. **Coherence:** The organization of the paper is clear and helpful, transitions are helpful, and the paper exhibits strong basic components (introduction, conclusion, and body paragraph structure).
5. **Sentence Skills:** The paper contains no more than two major errors (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form) and very few other grammar, spelling, wrong word, punctuation, mechanical, or point of view errors. Word choice and sentence variety are strong.

“C” Paper (Acceptable)

To earn a “C,” a paper meets all of the criteria below:

1. The paper fulfills all the basic requirements of the assignment (for example, topic, purpose, length, format).
2. **Unity:** A thesis is stated but may lack a strong claim or be obvious or predictable; topic sentences adequately support the thesis. One error in paragraph unity may occur. The essay's purpose and audience are adequately conveyed.
3. **Support:** Body paragraphs contain relevant details or logical reasons but need more specific examples/evidence. If sources are required, credible outside sources are usually integrated and cited correctly.
4. **Coherence:** Organization of ideas is satisfactory, transitions are logical, and the paper indicates competence in basic components (introduction, conclusion, and body paragraph structure).
5. **Sentence Skills:** The paper contains no more than four major errors (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form). Some other grammar, spelling, wrong

word, punctuation, mechanical, or point of view errors are present but not distracting. Word choice and sentence variety are strong.

“D” Paper (Developing)

To earn a “D,” a paper will exhibit *one or more* of the weaknesses below:

1. The paper only partially fulfills one or more of the basic requirements of the assignment (for example, topic, purpose, length, format).
2. **Unity:** The thesis may announce the topic but no claim, contain more than one idea, or be too vague, too broad, or too narrow. Topic sentences are not tied to the thesis. Two errors in paragraph unity may occur. Essay conveys little awareness of audience or purpose.
3. **Support:** Details are sparse or vague and consist of generalizations, clichés, or repetition. If applicable, sources are insufficient and/or not always integrated or cited correctly.
4. **Coherence:** Organization is attempted but disjointed or confusing; transitions are sparse. The paper indicates awareness of but not competence in basic components (introduction, conclusion, and body paragraph structure).
5. **Sentence Skills:** The paper contains no more than six major errors (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form). Several other grammar, spelling, wrong word, punctuation, mechanical, or point of view errors distract from the content. Informal word choices occur with little or no variety in sentence type and length.

“F” Paper (Unacceptable)

To earn an “F,” a paper will exhibit *one or more* of the weaknesses below:

1. The paper fails to fulfill one or more of the basic requirements of the assignment (for example, topic, purpose, length, format).
2. **Unity:** The thesis is illogical, incomplete, or missing, so the essay lacks focus on one central idea. Topic sentences are missing, so body paragraphs lack unity. The essay ignores the purpose and audience.
3. **Support:** Details are illogical, irrelevant, or missing from body paragraphs. If sources are required, the paper fails to use sources, does not meet the minimum source requirements, uses source material inaccurately, uses sources that are not credible, fails to document fully or correctly, and/or includes plagiarism.
4. **Coherence:** Organization is incoherent, transitions are missing or illogical, or the paper indicates lack of competence in basic paper components (for example, lack of introduction and/or conclusion, lack of paragraphing).
5. **Sentence Skills:** Seven or more major errors (fragment, fused sentence, comma splice, subject-verb agreement, pronoun reference or agreement, verb form) occur with numerous other grammar, spelling, wrong word, punctuation, mechanical, or point of view errors. Word choice is often inaccurate, immature, or inappropriate. Multiple sentence structure/syntax errors make the paper difficult or almost impossible to read. If one type or a combination of types of errors, regardless of whether they are major or minor, seriously affects the readability of a paper, it will receive an “F.”

OTHER: For information regarding official South Plains College policies on the following topics, please visit:

<https://www.southplainscollege.edu/syllabusstatements/>: Intellectual Exchange Statement, Disabilities, Non-discrimination, Title V Pregnancy Accommodations, CARE (Campus Assessment, Response, and Evaluation) Team, Campus Concealed Carry, COVID-19, Artificial Intelligence

Student Responsibilities:

1. Be on time and regularly attend class
2. Be responsible for the learning process, including preparation for class, such as reading and homework; participation in class discussions, including asking relevant questions; getting assignments and/or notes if absent; and accepting responsibility for not understanding an assignment or failing an assignment
3. Have a cooperative attitude and use appropriate language in academic environments; avoid condescending, inflammatory, threatening, or profane rhetoric, whether verbally or in written form
4. Behave respectfully toward instructor and classmates to contribute to the atmosphere necessary for learning
5. Be courteous to others, especially by putting away cell phones and other distractions while in class

6. Write down all grades and apply them to the grading scale used for the class, which is shown in the syllabus
7. Submit all assignments in accordance with due dates, formats, and requirements
8. Avoid all forms of cheating and plagiarism on all assignments, including improper collaboration and unauthorized AI usage
9. Ask questions when something is unclear

Attendance: Attendance in a college class is vital for success in the class. TCS procedures will be followed in regard to attendance.

Late Work Policy: Please note that this late policy applies to **major essays/projects only**. Late work is not accepted for any reason on all other assignments.

1. If you submit after the deadline without a prior authorization for an extension, 15 points are automatically deducted from your grade, and this penalty increases by 10 additional points each day until submission. Major assignments will not be accepted more than one week after the deadline.
2. If technical difficulties prevent you from submitting a major assignment, email me and attach the assignment or document the issue including a timestamp. This may help avoid late penalties in the event of technical difficulties, but you're expected to upload the final draft appropriately after technical issues are resolved. I will not grade assignments sent via email.

Dropping the Class: The last day to withdraw/drop from a course this semester is listed on the academic calendar [here](#). It is the student's responsibility to withdraw from this course. Otherwise, students will be assigned their earned letter grade at the end of the course. Course grades are continually available in Blackboard each week. For more information regarding drops/withdrawals, please visit <https://www.southplainscollege.edu/admission-aid/apply/schedulechanges.php>.

Plagiarism and Cheating: Students are expected to do their own work on all projects, quizzes, assignments, and papers. Failure to comply with this policy may result in an F for the assignment and/or being dropped from the course with an F if circumstances warrant. In addition, an Academic Dishonesty Report may be filed with the Dean of Students.

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

1. Using Artificial Intelligence websites or apps to generate and/or revise all or part of a paper or other assignment;
2. Turning in a paper that has been purchased, borrowed, or downloaded from another writer or from an online site;
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.

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, texting, internet, Quizlet, etc.) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain unfair advantage;
5. Taking an examination for another;
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.

Artificial Intelligence Usage: AI writing apps like Grammarly and Quillbot have become popular, but they now go beyond fixing grammar and spelling and can change wording, sentence structure, and diction level. They also leave an AI “footprint,” which can be detected, not to mention alter your writing so it doesn’t read like your voice at all.

Do not use AI apps to create your essays or assignments, and do not use Grammarly, Quillbot, and other AI paraphraser to change your words, diction level, or sentence structure. If you do, you may earn a zero and be dropped from the course for plagiarism/cheating. If you struggle with wording and grammar, meet weekly with a free tutor and work to strengthen your own writing skills.

Proactive steps to prevent disallowed AI usage by students:

1. Be aware of the [English Department Plagiarism and Cheating Policy](#).

There is zero tolerance for academic dishonesty in this course. Do not under any circumstances use words you didn’t write in an essay or assignment without proper documentation. If you’re not sure about proper documentation, you must reach out via email or office hours to ensure academic integrity. Plagiarism will automatically result in an F for the assignment and can result in getting dropped from the course with an F. In addition, an Academic Dishonesty Report may be filed with the Dean of Students.

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

1. Using Artificial Intelligence websites or apps to generate and/or revise all or part of a paper or other assignment;
2. Turning in a paper that has been purchased, borrowed, or downloaded from another writer or from an online site;
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;
5. Submitting an assignment for this course that you also submitted to another course without my express approval;
6. Missing in-text citations and/or missing works cited entries.

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, texting, internet, Quizlet, etc.) during an examination, quiz, or homework assignment;
 4. Entering an office or building to obtain unfair advantage;
 5. Taking an examination for another;
 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 Reviews so that the writing is no longer the original student’s;
 9. Taking pictures of a test, test answers, or someone else’s paper
2. Here is the link to the SPC **Artificial Intelligence Statement** on the official Syllabus Statements webpage: <https://www.southplainscollege.edu/syllabusstatements/>
 3. Most students understand that it is not ethical to ask AI to write a paper, but some do not understand that apps like Grammarly and Quillbot can do far more than just fix grammar and spelling, and they leave an AI footprint. They can fundamentally rewrite and reword a student’s paper so that the student’s voice, style, word choice, and tone are completely eliminated or radically changed. In addition, students who use AI forfeit the opportunity to engage in the learning process and benefit from acquiring critical thinking, writing, and revision skills.
 4. Instead of using Grammarly, Quillbot, or other paraphraser apps, students should regularly meet with free SPC writing tutors and work to strengthen their own writing and revision skills.

SPC’s procedures for handling AI usage on papers and assignments

FIRST OCCURRENCE:

1. **Inform the student and schedule meeting in-person or via Teams:** If Turnitin, Blackboard, or Perusall, etc. indicates potential AI usage in student work, do not immediately give a zero. Copy and paste the suspected AI content into another AI detector (like GPTZero) and see if it concurs. AI detection can certainly be flawed and sometimes inaccurate, so it doesn't hurt to check with a couple of other detectors and even consult colleagues. If AI usage is confirmed, immediately email the student with a version of the following:

Dear _____,

I have some questions about the _____ paper/assignment you recently submitted. We need to meet to discuss the assignment, so I have scheduled a Teams meeting for Day____, Time____. If this meeting time does not work for you, contact me immediately to reschedule. To prepare for our meeting, download the Teams app to your computer or phone; use your SPC username and password to set up your account. If you do not wish to participate in a video meeting or choose to skip it, a zero will be automatically assigned for the grade in question. Please let me hear from you by _____.

2. **Submit an Advise Early Alert report** and copy the email verbiage above into the notes section. If the student is in a dual-credit course, select for the report to be sent to the Dual-Credit Team, so an advisor can reach out to the high school counselor or principal, also. The student gets a copy of this alert via email.
3. **Conduct the meeting with the student:**
 - a. Ask the student to describe his or her writing and revision process: Did the student honestly engage in thinking, planning, writing, and revision and use Grammarly to adjust the grammar, wording, and knowledge level? Was the student feeling overwhelmed and desperate with a deadline looming? Spot check for understanding by asking the student to elaborate on a sophisticated idea presented in the paper and to define high-level vocabulary and phrases used that are atypical of college freshmen/sophomores.
 - b. Does the student understand the course plagiarism and cheating policy and what constitutes AI usage?
 - c. Offer the opportunity to redo the assignment for partial credit if submitted by an agreed-upon deadline (usually with a 20-point deduction).
 - d. Clarify expectations and an action plan moving forward:
 - i. Further confirmed AI usage in the course will result in the student being dropped from the course with an F for plagiarism. An Academic Dishonesty Report may be filed with the Dean of Students if circumstances warrant.
 - ii. The student should avoid using Grammarly, Quillbot, and other AI sources for writing or revision
 - iii. Instead, the student should seek regular free tutoring help from the SPC Writing Center and via Tutor.com in Blackboard

SECOND OCCURRENCE:

1. Enter a zero for the assignment and provide a brief explanation in the feedback to the student. No opportunity to redo the assignment will be offered.
2. If circumstances warrant, submit an Academic Dishonesty Report and/or submit an Administrative Drop Report for the student and select Plagiarism as the reason. An X or F may be assigned at the instructor's discretion.