



North Central State College

MASTER SYLLABUS

2025-2026

- A. Academic Division: Liberal Arts
- B. Discipline: English
- C. Course Number and Title: ENGL1030 English Composition II
- D. Assistant Dean: Laura Irmer
- E. Credit Hours: 3
- F. Prerequisites: ENGL1010 (with a C- or better)
- G. Last Course/Curriculum Revision Date: Fall 2023 Origin date: 01/03/2011
- H. Textbook(s) title:

Open Education Resources (available for download or view)

Write What Matters

- Authors: Minervini, A., Long, L., Gladd, J.
- Copyright Year: 2020
- Edition: 1st
- ISBN: (Digital)
- OER LINK: <https://idaho.pressbooks.pub/write/>

Open Education Resources (available for download or view)

Deliberate Rhetoric, Arguing about Doing

- Authors: Kock, C.
- Copyright Year: 2017
- Edition: Vol. 5
- ISBN: (e-book) 978-0-920233-81-8
- OER Link: <https://windsor.scholarsportal.info/omp/index.php/wsia/catalog/book/19>

- I. Workbook(s) and/or Lab Manual: None
- J. Course Description: This is a course in argument and research writing. Students read issue-based works and write summaries, responses, and an argument and research paper. Students learn to organize research projects, find and evaluate sources, incorporate ideas and quotations from sources, document their sources in APA style, analyze and use argumentative strategies and persuasive appeals, and prepare and revise effective, coherent papers. (OTM for Second Writing Course TME002)

K. College-Wide Learning Outcomes:

College-Wide Learning Outcomes	Assessments - - How it is met & When it is met
Communication – Written	Written Communication VALUE Rubric, Final Draft of the APA Research Paper, end of the term.
Communication – Speech	
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	Information Literacy VALUE Rubric, APA Annotated Bibliography, middle of the term.
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Identify and analyze the elements that affect the writing situation—purpose, audience needs, stance, style, and format/structure—and use effective argumentative strategies and persuasive appeals.	Assigned papers and summaries/analyses as well as final research presentation and discussions of the readings, throughout the term.
2. Demonstrate the relationship between critical thinking, reading, and writing techniques; find, evaluate, and use source material to support and develop ideas.	Close and thoughtful reading of assigned texts, and conducting research to find sources to support an argument in assigned papers, class discussion throughout the term, and a presentation on research process and findings, throughout the term.
3. Use a flexible, recursive process for writing.	Completion of successive writing stages in assigned papers—generating ideas, planning, drafting, revising and editing, middle and end of the term.
4. Use collaborative techniques in the writing process.	Group discussion of reading and writing assignments, brainstorming, and collaboration on audience considerations related to topics, peer review of drafts and analysis of review comments, middle and end of the term.
5. Demonstrate a knowledge of conventions—organization, format, grammar, citations, mechanics, style, syntax, and APA citations.	Use of conventions in written papers throughout the term.
6. Use electronic technology in the research and writing process, including library catalogs, databases, and Internet search tools.	Use of Internet tools for research, use of word processing and editing tools for composition and revision, and use of threaded discussions for review and collaboration, throughout the term.
7. Write a minimum of 24 pages of formal text.	Required minimum lengths on assignments throughout the term.

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70–72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63–66	D	1.00	Below Average
60–62	D-	0.67	Poor
00--59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community.* Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences.

Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

* *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

Important information regarding College Procedures and Policies can be found on the syllabus supplement located at

<https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/14-081b.pdf>



North Central State College
SYLLABUS ADDENDUM

Academic Division: Liberal Arts

Discipline: English

Course Coordinator: Thomas Shields

Instructor Information

Name: ALLE McGregor

Phone Number: 7404852088

Course Number: ENGL 1030

Course Title: English

Composition II

Semester /
5/12/2026

Session: Spring 2026 / Full Semester Start / End Date: 1/13/2026 –

E- Room 220

Mail Address: ~~jmcgregor@ncstatecollege.edu~~ Location:

Student Hours:

Password: NC(student id number)

Canvas: <https://ncstate.instructure.com/login/ldap>

North Central State Library Access

Username: Last Name followed by First Name

I. Topical Timeline (Subject to Change):

PLEASE NOTE: In order to reinforce skills, the teaching of writing uses a recursive process; therefore, tasks identified below are NOT intended to be viewed as sequential; rather, the assignment of these tasks must be handled with flexibility and must also be repeated (so that they can be reinforced) throughout the term.

- Argument and persuasion—styles, situations, and issues (Weeks 3 and 5)
- Types of claims, appeals and audience (Weeks 1-5 and 9)
- Fallacy and cultural context (Weeks 1-5 and 9)
- APA style (Weeks 9-16)
- Research methods (Weeks 3, 5, 7, 9, 12, 13, 15)
- Presentation of research (Week 16)

A Note on Course Content: English Composition II is an advanced elective at Hillsdale High School and is for mature students. Occasionally, readings may explore topics or themes that may be objectionable to some people.

II. Course Assignments:

1. Responses (2-3 pages each)
2. Proposals (for both the argument and research papers)
3. Outlines (of both the argument and research papers)
4. Argument paper (8-10 pages)

5. Summary (2 pages) or Note Cards (26)
6. Research paper (8-10 pages)
7. Annotated bibliographies (APA)
8. Presentation

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Course Title: English Composition II
Start / End Date: 1/13/2026 – 5/12/2026

III. Grading and Testing Guidelines:

	Assignment	Recommended Percentages
	Participation/Attendance (including discussion board responses)	5%
	Proposal Memos, Outlines, Drafts, Peer Reviews	20%
	Annotated Bibliographies	15%
	Note Cards	5%
	Research Paper (final draft)	20%
	Research Presentation	5%
	Rhetorical Analysis (final draft)	10%
	Argument Paper	15%
	Final Reflective Essay	5%
	TOTAL	100%

Extra Credit: No extra credit is available.

Late Work: Ten percent will be deducted for each day assignments are late unless you have made prior arrangements with the instructor. After 5 days late, only 50% credit may be earned.

Redoing Assignments: The instructor may permit assignments to be redone to improve a grade. Generally, the original assignment will need to have been submitted on time before a redo will be allowed.

Final Course Grade: Your final grade for NC State is calculated by adding the total points earned for the first nine weeks to the total points earned for the second nine weeks and dividing by the total points possible for the semester. Multiplied by 100 this produces a percentage that will then be applied to the NC State grading scale included in the course syllabus. This will be your final grade for both North Central State and Hillsdale High School.

IV.

Updated Assignment Schedule

Spring 2026

Sun Jan 18, 2026

Assignment First Week Essay due by 11:59pm

Discussion Topic Research Paper Topics Discussion due by 11:59pm

Sun Jan 25, 2026

Assignment Research Paper Proposal Memo due by 11:59pm

Sun Feb 1, 2026

Assignment Research Paper Annotated Bibliography due by 11:59pm

Sun Feb 8, 2026

Assignment Research Paper Note Cards due by 11:59pm

Assignment Research Question due by 11:59pm

Sun Feb 15, 2026

Assignment Research Paper Outline due by 11:59pm

Discussion Topic Research Paper Thesis Statement due by 11:59pm

Sun Feb 22, 2026

Assignment Research Paper Draft due by 11:59pm

Sun Mar 15, 2026

Assignment Research Paper Final due by 11:59pm

Sun Mar 29, 2026

Assignment Research Presentation due by 11:59pm

Sun Apr 5, 2026

Discussion Topic Argument Paper Topics Discussion due by 11:59pm

Mon Apr 13, 2026

Assignment Rhetorical Analysis Worksheets due by 11:59pm

Sun Apr 19, 2026

Assignment Argument Paper Proposal due by 11:59pm

Sun Apr 26, 2026

Assignment Argument Paper Annotated Bibliography due by 11:59pm

Sun May 3, 2026

Assignment Argument Paper Draft due by 11:59pm

Assignment Argument Paper Outline due by 11:59pm

Tue May 5, 2026

Assignment Argument Paper Final due by 11:59pm

Assignment Final Reflective Essay due by 11:59pm

V. Examination Policy:

This course does not require examinations. See the table above for how the course is evaluated.

VI. Class Attendance and Homework Make-Up Policy:

1. **Attendance:** You should plan to attend class every day and have completed required readings and assignments. Hillsdale's full attendance policy is described in the Parent & Student Handbook.
2. **Homework:** Doing your homework/reading will help you to participate effectively in class.
3. **Makeup Work:** Since all assignments for this course are posted on Canvas, you should turn them in when they are due even if you are absent. Exceptions to this should be discussed with the instructor, preferably in advance of the due date. Late work is discouraged but will be accepted. It is better to turn in an assignment late and get a late deduction than it is to turn in nothing and get a zero. Getting behind on assignments is a major cause of low grades. Students with excessive missing assignments may be required to spend extra time at school completing this work. **See me before school, during workshop time, or during intervention time to discuss work missed during an absence. Do not ask at the beginning of class about things you missed while absent.**

VII. Classroom Expectations:

1. Use good manners and be kind and polite to others. Listen when others are talking.
2. Be on time to class and bring your materials with you. Four tardies will result in detention.
3. **Cell phones** should be turned off and put away while class is in session. Phones that cause disruptions will be collected and turned in to the office.
4. Be honest and trustworthy in all your actions and statements. See the statement at the end of this addendum regarding plagiarism.
5. When conflicts arise, my preference is that they be handled between the student and the instructor. However, repeated issues (or serious misbehavior) may lead to calls to parents and/or referral to the principal.

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6. Some of our class time will be workshop time where you will be expected to work on current assignments for our class. Be respectful of this opportunity to work on assignments and ask questions immediately when you need help. **Do not use this time to work on assignments for other classes.**

VII. Use of Artificial Intelligence (AI)

Using artificial intelligence to do your assignment and then submitting it as if you wrote it yourself is a form of cheating. You should not be using AI technology to do your writing. Using it to help you find spelling and grammatical errors is perfectly acceptable. However, your papers and assignments in this class should reflect your own ideas and effort. You should not use AI technology unless the assignment directs you to do so.

VIII. A Few Helpful Thoughts

1. College classes usually operate on a semester hour system. This is a 3 semester hour course. That means you will spend about 3 hours per week in class. In addition, you are expected to spend 2-3 times that number of hours working on the course outside of class time. In other words, you should expect that this course will take 6-9 hours per week outside of your regularly scheduled class time. Make a plan for when you will have this time to work on the course.
2. Many students who take this course are very concerned about their grades for this class and their overall grade point average. If you have these concerns, please reach out and discuss them with the instructor as soon as possible.
3. It is my experience that students do not ask nearly enough questions. You should feel free to ask during class, ask after class, email, make an appointment to see the instructor before school/after school/during intervention time/during the instructor's conference period and so on. **Help is always available. Ask for it.**

IX. Honors Credit

This course is available for honors credit at North Central State. If you are an Honors Student with a cumulative grade point average of 3.5 or higher and you want to earn honors credit for this course, you must contact me in the **first two weeks** of classes to arrange a special honors project. If you have a grade point average below 3.5 but would like to be considered for admission to the Honors College and earn honors credit for this course, you must also contact me within the first two weeks of class to discuss the admission process.

If you wish to pursue honors credit for this course, you need to follow the directions provided to you by the honors college at North Central State. Your project needs to expand on some part of our course that is of special interest to you. You should choose a project that requires 10-15 hours of your time. Your project **cannot** involve writing a paper or making a poster. The instructor can assist you with an idea that you have for a project, but you are responsible for developing the project and completing necessary forms. This honors project is not part of the course itself and is not reflected in your course grade. You are responsible for meeting all deadlines and requirements of the honors college. Generally, honors projects involve making some connection with community resources rather than using library or digital resources.

X. Safety

Fire Drills: For a fire drill, exit the classroom and proceed down the stairway across the hall and then outside. In the event of an actual fire, you need to get far back from the building to allow fire trucks to get to the building. We will also need to stay together as a class so that attendance can be taken.

Tornado Drills: We are to exit the classroom, proceed down the stairway across the hall, and go to the auxiliary gym to shelter from a tornado.

Safety Drills: If an armed intruder is in the building, it is important for you to follow the directions of your instructor. Sometimes, we will evacuate the building. Other times we will shelter in place. Under those circumstances, we need to turn out the lights, remain quiet, spread out around the room, and lock and barricade the classroom door. If an intruder were to enter the room, we should be prepared to use whatever is at hand for defense.

XI. Changes to this Syllabus Addendum

From time-to-time, it may be necessary to make a change to this syllabus addendum. Such changes will be announced in class.

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English Department Plagiarism Statement

Definition

Plagiarism includes, but is not limited to, submitting, without appropriate acknowledgment, any written, visual or oral material that has been copied in whole or in part from the work of others (whether such source is published or not) even if the material is completely paraphrased in one's own words. This includes another individual's academic composition, compilation, or other product, or a commercially prepared paper. Plagiarism also includes submitting work in which portions were substantially produced by someone acting as a tutor or editor.

Such practices constitute plagiarism regardless of motive. Those who deny deceitful intent, claim not to have known that the act constituted plagiarism, or maintain that what they did was inadvertent are nevertheless subject to penalties when plagiarism has been confirmed.

When you turn in your paper to your instructor, you are promising that the whole paper is in your words, except for those places where you quote or paraphrase. That's what is implied by your name being on the paper, and that's what your instructor assumes. However, if your instructor discovers that you have used someone else's words or ideas, then you have broken your promise.

Procedure for Handling Plagiarism

- a. Any plagiarized paper receives a 0%, and a report will be placed in the student's file in Student Records.
- b. An instructor who charges a student with plagiarism must indicate why the instructor believes that it is not the student's work.
- c. Students who wish to disprove a charge of plagiarism must provide the instructor with whatever proof is requested.
- d. Students may appeal to the Dean of Liberal Arts if they are unsatisfied with the instructor's determination of plagiarism.
- e. Under College policy, the student may present his or her case through the Appeals procedure to the Committee for Academic Misconduct.

Special rules may be enforced for particular courses. This is especially true in courses where research papers are a significant portion of the grade, such as ENGL1030, as well as additional 2000-level English courses.

Even if you do not copy words out of a book, but copy from another student, that is still plagiarism, and your essay will fail.

AI AND PLAIGARISM:

Academic Integrity and Plagiarism Policy

English Composition Classroom

Academic integrity is a core value of this course. All work submitted in English Composition must reflect a student's own thinking, writing, and learning. While research and outside sources are encouraged, they must always be used honestly, responsibly, and transparently.

What Academic Integrity Means

Academic integrity means that students

- Submit original work written in their own words
- Properly credit all sources used in an assignment
- Complete assignments independently unless collaboration is explicitly allowed
- Follow course guidelines for research, citation, and ethical writing

Violations of academic integrity undermine the learning process and are taken seriously.

What Counts as Plagiarism

Plagiarism occurs when a student presents someone else's ideas, words, or work as their own. This includes but is not limited to

- Copying text from a website, article, book, or AI tool without citation
- Paraphrasing another source too closely without credit
- Submitting another student's work, past or present
- Reusing your own work from another class without permission
- Purchasing or downloading essays or assignments
- Submitting AI generated writing as your own work without instructor approval

Intentional or unintentional plagiarism is still plagiarism.

Use of Sources and AI Tools

Students are encouraged to engage with sources critically and responsibly. Any use of outside material must be cited using APA format as instructed in class.

AI tools may only be used in ways explicitly permitted by the instructor. Submitting AI generated text as original writing without disclosure and approval is considered a violation of academic integrity.

Consequences

If plagiarism or academic dishonesty is suspected, the instructor will review the work and discuss the issue with the student. Consequences may include

- A zero on the assignment
- Required revision or resubmission
- A lowered course grade
- Referral to the college's academic integrity process

Repeated or serious violations may result in additional disciplinary action according to college policy.

Learning First Approach

This course values growth and learning. If you are unsure how to cite a source, paraphrase effectively, or use research appropriately, ask. Questions are always better than mistakes. Instruction and support are available to help you succeed honestly.

Academic integrity protects your voice as a writer. Your ideas matter most when they are truly your own.

Remember—You have read this statement and are aware of the policy. A “first offense” plea is not a defense.