



**Mrs. Maggio's ENGL0042: Integrated Reading/Writing II Syllabus**

**Spring 2026**

**Course Section and Meeting Time/ Place:**

Spring I/ 1HP2: TR 11:00-12:20, HUM222

Spring II/ 2HP2: TR 11:00-12:20, HUM222

**Professor:** Amanda Ritter-Maggio

**Office:** Stilwell Humanities 212 or videochat on Teams (videochat by appointment only)

**Phone:** 903-823-3227 (campus landline; leave voicemail or send an email if no answer)

**Email (preferred contact):** [amanda.rittermaggio@texarkanacollege.edu](mailto:amanda.rittermaggio@texarkanacollege.edu)

- Use your TC email; non-TC addresses may go to junk.
- Include your name and class section in your message.
- Please do not message via Moodle, MyTC, or Teams. I do not check these platforms for messages.
- Expect replies within 12-24 hours (not between 7:30 pm–7:30 am).
- Attempt to find your own answer FIRST. Check syllabus, calendar, assignment guidelines, and classmates before emailing me.

**Office Hours:** Spring I (Jan. 20-March 13): MW 9:30-1:30; TR 7:30-9:30/ 2:00-3:30; F and other times by appointment

Spring II (March 24-May 15): MW 9:30-1:30; TR 7:30-9:30; F and other times by appointment

**Please be aware that this course is presented in a hybrid, 8-week compressed format.** A hybrid course, as defined by the Texas Higher Education Coordinating Board, is a “a distance education course in which more than 50 percent but less than 100 percent of instructional activity takes place when the student(s) and instructor(s) are in separate physical locations.” You are expected to spend time outside of class interacting with course material on Moodle/ TCOOnline (this may include but is not limited to watching lecture videos or other informational videos related to course content and completing online assignments).

Because of the nature of a hybrid course and the compressed course format, in-person attendance is required and is extremely important for this course. **If you cannot regularly attend class, you should drop this course and enroll in a fully online course. This course does NOT meet on Teams.**

### ***Course Description***

This is a combined lecture/lab, performance-based course designed to develop students' critical reading and academic writing skills. The focus of the course will be on applying critical reading skills for organizing, analyzing, and retaining material and developing written work appropriate to the audience, purpose, situation, and length of the assignment. The course integrates preparation in basic academic reading skills with basic skills in writing a variety of academic essays. This is a course with a required lab. The course fulfills TSI requirements for reading and writing.

### ***Student Learning Outcomes***

1. Locate explicit textual information, draw complex inferences, and describe, analyze, and evaluate the information within and across multiple texts of varying lengths.
2. Comprehend and use vocabulary effectively in oral communication, reading, and writing.
3. Identify and analyze the audience, purpose, and message across a variety of texts.
4. Describe and apply insights gained from reading and writing a variety of texts.
5. Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advances the writer's purpose.
6. Determine and use effective approaches and rhetorical strategies for given reading and writing situations.
7. Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies.
8. Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.
9. Develop and use effective reading and revision strategies to strengthen the writer's ability to compose college-level writing assignments.

10. Recognize and apply the conventions of Standard English in reading and writing.

### ***What to Expect for This Class***

This class is designed to help you be successful in Comp I. Generally, students who are placed into this course may need a bit more assistance in the areas of reading and writing. In the past, students were required to take one or more semesters of separate developmental English courses before they were allowed to enroll in the college-level Comp I course. Today, most colleges and universities have blended the required developmental courses with the college-level courses so that students can complete the courses quicker and more successfully. Courses offered in this model are referred to as “corequisites” or “paired” courses.

**Important:** You must attend and participate in **both ENGL1301 and ENGL0042** to pass either course. Attendance in ENGL0042 is **not optional**.

**Time commitment:** This is a three-credit hour course. In our eight-week format, expect to spend 18–24 clock hours per week on EACH course (a total of 36-48 clock hours per week for BOTH courses).

### ***Required Books and Materials***

- **English Essentials 2<sup>nd</sup> edition, short version by John Langan.** This book is required. Bring it to every class meeting. You must have a copy of this textbook by the end of the first week of classes. It is available for sale in the campus bookstore or online.
- You will need all materials listed on the ENGL1301 syllabus.
- Bring all notes and handouts from ENGL1301 to ENGL0042 class, as well.

### ***Class Policies***

You have enrolled in a hybrid class, so I assume that means you prefer to attend in-person and learn in a classroom with face-to-face interaction with other humans. If that is not true, you should enroll in a fully-online section of this course. Because our class time together is so precious, please observe the following guidelines for class behavior:

- **Early is on-time; on-time is LATE!** Quizzes begin promptly; late students wait until quiz ends. No late/makeup quizzes (lowest grade dropped). If you cannot regularly attend class or stay for the duration of each class meeting, it is best that you enroll in an online section of this course.
- **Leaving class:** Only for medical emergencies. Stepping out to answer a phone call or go to the vending machine is not a medical emergency. More than 15 minutes late or out = absence.
- **Phones/ laptops/ tablets/ headphones/ earbuds:** Please silence and put away devices before class begins.
- **Photos/recordings:** Only with accommodations or permission.
- **Visitors:** Not allowed (including children).
- **Food/drinks:** Permitted if non-disruptive; clean up after yourself. Do not arrive ten minutes late to class with fast food bags or drinks in hand.
- **Smoking/vaping/tobacco:** Not permitted anywhere on campus.
- **Participation** is required. Listen actively, give constructive feedback, and stay focused. Be mentally present during class time.
- I reserve the right to remove disruptive or disrespectful students from the class for the day and/or record them as absent. If there is someone who is interfering with your ability to learn in this course, please let me know ASAP. A student with persistent behavior that disrupts the classroom environment will be reported to Robert Jones, Dean of Students. Students may be dropped from the course for persistent inappropriate classroom behavior.

### ***Grades***

The number one reason people fail this class is that they do not turn in their writing assignments. All assignments are worth points and are important. You will see your grade drop **DRASTICALLY** if you miss a writing assignment. Use your course calendar to keep up with all due dates. Do not procrastinate, especially on large writing assignments.

Start working NOW toward the grade that you want. Don't wait until the end of the semester and ask how you can get an A, B, or whatever grade—by then, it will be too late. Remember that you CANNOT pass ENGL0042 unless you pass ENGL1301, and vice-versa.

Your average is determined in the following way:

Assignments and Assessments	Percentage of overall grade
Readings/ chapter tests	25%
Final comprehensive exam	10%
ENGL1301 final drafts	30%
Writing process assignments/ ENGL0042 classwork	15%
Grammar labs	20%

**Late Work:** Falling behind makes it hard to catch up. Make things easier on yourself: work ahead as much as possible and do not get into the habit of completing work at the last minute. Because life often gets in the way and emergencies do happen, everyone has **three no-questions-asked late passes** for the semester. Each pass gives you a **three-day extension** on any assignment *except those excluded on the calendar*.

To use a late pass:

1. Email me **before the assignment's due date** with "Late Pass" in the subject line. (No explanation needed other than the name of the assignment for which you need the late pass.)
2. No need to wait for a reply; all requests will be granted as long as you have late passes remaining to use.
3. Submit the assignment in Moodle/TCOnline within three calendar days.
4. Only one pass may be used per assignment.

Once you've used all three passes—or if you forget to request one—no late work can be accepted. Use your passes wisely.

**Gradebook:** I update grades and attendance in MyTC several times per week, so please monitor your grades and let me know if you see anything that looks incorrect. Please be aware that no grade or attendance information is kept in Moodle/TCOnline. Please also be aware that any assignment not submitted for a grade (or not submitted after using a late pass) will count as a zero in the gradebook.

**Extra credit:** I do not offer extra credit or bonus assignments. Students who are concerned about their course average should meet with me during office hours so that we can discuss their class performance and ways to improve their grades.

**Grading scale:** A = 89.5-100%; B = 79.5-89%; C = 69.5-79%; D = 59.5-69%; F = 0-59.4%

**Return of graded work:** I know that it is important for you to know your grades and how you are doing in class. I promise to provide feedback and return all work in a timely fashion. I will return all work promptly with feedback. Assignment details and grading timelines are posted under "**Assignment Guidelines**" in Moodle/TCOnline.

- **Quizzes and classwork:** generally returned at the next class meeting.
- **Essays:** generally returned within one week of the due date.
- **Early submissions:** accepted, but I do not grade anything until after the due date.

### *Attendance*

Attendance is absolutely required and vital to your success, and TC has a strict attendance policy. Attendance in a hybrid class means that you are attending class in-person AND completing assignments in Moodle/TCOnline each week. I take attendance at the beginning of class, and Moodle/TCOnline keeps a detailed log of all your activity in the course.

- More than three absences OR one or more week of no online work = dropped from course (may affect financial aid).
- Only excused absences (college policy): military duty, official TC functions, religious holy days.
- Please notify me ahead of time if you know you'll miss. Get notes/assignments from a classmate.

If something is happening in your life that is causing you to miss assignments or keeping you from logging in to class,

please reach out to me as soon as possible so that we can come up with a game plan.

I am required to enter all attendance information in MyTC. Please note that if you miss class, you will receive attendance alert emails from Mrs. Melva Flowers in the Office of Student Retention. These are automatically generated in MyTC and **do not mean you have been dropped from the class**; however, these messages serve as a warning for the number of times you have missed class.

### *Calendar*

I have prepared a course calendar (linked in Moodle) with all assignments and due dates noted. Please use the course calendar to keep up with coursework (don't rely on Moodle to alert you when an assignment is due) and work ahead as much as possible. I do not plan to make any changes to assignments, but if circumstances arise, I will announce any changes to the course calendar in class and over email.

### *Inclement Weather Policy*

**From the college catalog:** "College instructors are obligated to meet all scheduled classes in order to meet instructional requirements for awarding credit hours. If severe weather makes it necessary to cancel classes or to meet virtually, Texarkana College will utilize the RAVE emergency notification system to send text messages and emails to students, faculty and staff regarding the change in schedule. Texarkana College will also post updates and information regarding closures and schedule changes on the institution's website located at [www.texarkanacollege.edu](http://www.texarkanacollege.edu) and social media.

In addition, College authorities will make every effort to provide information to local media stations and social media outlets as a supplemental source of communication. However, authorized information and determinations on closures and schedule changes will be officially announced via institutional resources (TC RAVE emergency notification system utilizing texts and emails, and the institution's website and social media sites). If College authorities cancel classes, then all work is delayed until the next class meeting or until a date determined by the instructor. If a student is in an area which experiences severe weather and the College has not officially closed, then it is that student's responsibility to decide whether or not to attend class. The student must then contact the instructor for information concerning make-up of work missed."

### *Other Important Policies and Information*

**Academic dishonesty policy/academic integrity statement:** Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an "F". This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Student Handbook at <https://catalog.texarkanacollege.edu/academic-guidelines/academic-dishonesty-policy/>

This course emphasizes proper source use and documentation using MLA (9th edition) documentation. Always cite borrowed words or ideas with in-text and Works Cited citations. I must see a true representation of your own writing to provide meaningful feedback.

**Academic dishonesty includes** (but is not limited to) copying another student's work, using sources without citation, reusing work from another class, paying or using someone else to complete assignments, and copy-pasting from the web without proper citation.

Any instance of plagiarism or dishonesty will result in a **zero** on the assignment or exam (with no option for resubmission) and referral to the Dean of Students.

I use TurnItIn, Respondus LockDown Browser, plagiarism/AI detectors, and draft comparisons to ensure authenticity.

**A note about AI:** I will not accuse anyone of using AI to write any work. I will grade all assignments as submitted. However, I strongly discourage you from using AI to write content for this course. Right now, AI writes very bad essays. They frequently lack clear thesis statements, provide no analysis, make broad assumptions without proof, repeat

themselves, lack clear and organized body paragraphs, lack coherent analysis of directly cited quotes, and go off-topic. Because our assignments require specific topics and proper citations of sources, AI-written work is likely to be inaccurate or weak and will not meet assignment requirements.

Instead, there are many acceptable and ethical ways to use AI; for example, proofread and edit your own original written work (instruct your LLM NOT to change your writing), organize your thoughts, suggest areas where you could elaborate, or generate essay titles.

**TC email:** Students should check their TC Email account on a regular basis (at least two to three times weekly) to check for general information sent from campus or instructors. Through your TC email, you have access to Microsoft One Drive (including the web-based versions of Word, PowerPoint, and Excel).

**Mrs. Maggio's communication policy:** If you have concerns, please contact me.

- Email or call me with questions; walk-in or appointment office visits are welcome.
- I reply to emails within 12–24 hrs (not between 7:30 pm–7:30 am). If no reply in 24 hrs, check email address spelling and resend. Remember that personal email may go to junk.
- I do not check email while I am in class or during the 15 minutes prior to class time.
- I check email/Moodle daily except holidays.

**Policy on computer access/technology failure:** It is the student's responsibility to understand how to use Moodle/TCOnline and word processing software, maintain access to a working computer, and maintain access to a high-speed internet connection in order to keep up with online class assignments.

If access to a computer or reliable Internet concerns you, please discuss with your instructor or advisor how you might take a proactive approach to your online success. Please be aware that not all course components will work on mobile devices, tablets, Chromebooks, or iPads.

**ADA/ disability statement:** TC does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs, activities, admission or employment. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Director of Human Resources/Title IX Coordinator, 2500 N. Robison Rd., Texarkana, TX, 75599, (903) 823-3006, [human.resources@texarkanacollege.edu](mailto:human.resources@texarkanacollege.edu).

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonja Blasé at 903-823-3349, or go by the office of Disability Services located in the Academic Commons (library) for personal assistance.

If a student qualifies for accommodations from the TC Director of Disability Services indicating that he or she has a disability that requires academic accommodations, the director will send an email to the instructor so accommodations can be made. It is best to request these changes at the beginning if not before the start of class so there is ample time to make the accommodations.

**FERPA:** The Family Education Rights and Privacy Act of 1974, commonly known as FERPA, is a federal law that protects the privacy of student education records. Students have specific, protected rights regarding the release of such records and FERPA requires that institutions adhere strictly to these guidelines.

In compliance with the Federal Family Education Rights and Privacy Act, Texarkana College is prohibited from providing certain information including grades, bills, financial aid, and other student record information to any third party unless the student gives us written permission. This restriction applies, but is not limited to your parents, guardians, spouse, and your employer. Each student has the right to grant Texarkana College permission to release information about your records to a third party by completing and submitting a FERPA Student Information Release Authorization Form. See the TC website or Office of Admissions for more information.

**Student resources:** Texarkana College offers a wide range of services to support your success. Visit [www.texarkanacollege.edu/current-students](http://www.texarkanacollege.edu/current-students) for a full list of resources.

- **Basic Needs Support:** If you have difficulty affording food, housing, or other essentials, contact Tonja Blasé,

Director of Student Retention, at 903-823-3349. TC also provides a Care Closet with free food and hygiene items; contact Phillip Parrish at [phillip.parrish@texarkanacollege.edu](mailto:phillip.parrish@texarkanacollege.edu) or 903-823-3418 for access.

- **Counseling Services:** Free, confidential counseling is available to all TC students with no insurance required. Contact Mrs. Luretha Loudermill, LPC, or visit [texarkanacollege.edu/campus-life/counseling-services](http://texarkanacollege.edu/campus-life/counseling-services)
- **Pregnant and Parenting Students:** For support and community resources, contact Kippie Hartcraft, Pregnant and Parenting Students Liaison, at [kippie.hartcraft@texarkanacollege.edu](mailto:kippie.hartcraft@texarkanacollege.edu) or 903-823-3462.
- **Tutoring:** Free tutoring is offered on the second floor of the Academic Commons and online via Microsoft Teams. Schedule an appointment at [texarkanacollege.libcal.com](http://texarkanacollege.libcal.com)
- **Student Success Coaching:** The Student Success Office offers career planning, laptop and calculator loans, tutoring, study strategies, and more. Visit [texarkanacollege.edu/student-life/student-support/student-success](http://texarkanacollege.edu/student-life/student-support/student-success), email [success@texarkanacollege.edu](mailto:success@texarkanacollege.edu), or stop by the office in the Administration Building.
- **Technology Help:** For technical or login issues, contact the TC Service Desk at 903-823-3030, stop by the office located in the Media building, or email [support@texarkanacollege.edu](mailto:support@texarkanacollege.edu)
- **Campus Police:** Save the Campus Police number (903-823-3330) in your phone. Call for emergencies or any safety concerns on campus.

**Last day to drop:** Please consult the TC academic calendar available online or in the academic catalog: <https://www.texarkanacollege.edu/calendar/>

**Disclaimer:** The above guidelines are subject to amendment by the instructor or by mutual agreement between instructor and class at any point during the semester. Students will be notified if any changes occur.

**Bottom line and final notes:** I promise that no one on this campus wants you to be successful in this course more than I want you to be successful! However, it's up to you to put in the hard work that will be required to make that happen. I will be happy to answer questions and help as much as I can, but you will need to attend class regularly, pay attention, and work diligently. Some of the assignments will be challenging. You need to be willing to put in your time and effort and take constructive criticism to learn and grow as a writer. You will discover that as a college student, natural intelligence or academic talent do not matter as much as hard work and a good work ethic.

This class will be challenging, but you are not alone! I am here to help you be successful. Please talk with me if you are struggling or need assistance. TC also has a wealth of resources available to students, from tutoring to computer labs to counseling. Asking for help is not a sign of weakness. Please take advantage of these resources.

I am looking forward to a wonderful learning experience with each of you this semester!