



**Department of Natural Sciences  
GEOLOGY Program**

<http://www.hccs.edu/geology>

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**TENTATIVE (Ed 02/18/17)  
GEOL 1403: Physical Geology | Lecture & Lab | #CRN**  
Spring 2019 Second Start | 12 Weeks (02/11/2019-5/12/2019)  
In-Person | Central Campus Room 418 | day/time  
4 Credit Hours | 96 hours per semester

**Instructor Contact Information**

Instructor:	Akingbade, Atinuke Ph.D.	Office Phone:	Contact Faculty Office
Office:	Central Campus, Room 418	Office Hours:	MW 5:30-9:30 p.m.
HCC Email:	<a href="mailto:atinuke.akingbade@hccs.edu">atinuke.akingbade@hccs.edu</a>	Office Location:	Central Campus Faculty Area

**Instructor's Preferred Method of Contact**

Instructor's preferred method of contact is via email [atinuke.akingbade@hccs.edu](mailto:atinuke.akingbade@hccs.edu) I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday mornings.

You also welcome to contact me concerning any problems that you are experiencing in this class. Your success is my priority.

The Department of Natural Science can be contacted via phone 713-718-6050 or email [natural.sciences@hccs.edu](mailto:natural.sciences@hccs.edu)

**What's Exciting About This Course**

The aim of this course is familiarize students with basic geologic principles and processes such that they are able make logical geologic interpretations and inferences, based on observations and existing facts. Students will be exposed to major elements of the plate tectonic theory and how it facilitates the explanation of Earth systems and landscape? The impact of geologic processes on local and global environment? Students will learn to interpret data from a variety of resources including topographic maps, rock and mineral collections, personal observation, and the World Wide Web.

Geology is an eclectic science and in this course you will be exposed to chemistry, biology, and physics and even some mathematics. A basic understanding of principles from these fields underlies many of the concepts that you will learn in this course. We will review some of these in class as needed.

Last word on this? Geology is so much fun!!!

## My Personal Welcome

Welcome to Physical Geology—Dr. Akingbade’s class. I am delighted that you have chosen this course and are able to join our class. I am here to support you as you wade through new ideas and concepts that may challenge you. The fastest way to reach me is by my HCC email. The best way to discuss issues is in-person and I’m available during posted office hours to assist you. My goal is for you to walk out of the course with a better understanding of Earth’s features and the processes that create them. So please visit me or contact me whenever you have a question.

### Prerequisites and/or Co-Requisites

GEOL 1403 requires college-level reading and math skills. The minimum requirements for enrollment in GEOL 1403 is qualifying to enroll in INRW 0420 or ESOL 0370/0360 as well as place into MATH 0314 or higher. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

### Eagle Online Canvas Learning Management System

This section of GEOL 1403 will use [Eagle Online Canvas](https://eagleonline.hccs.edu) (<https://eagleonline.hccs.edu>) extensively. Our weekly reading assignment, homework, discussions and exam schedules are published on the course canvas page.

You will find details of course expectations every week and you will also be able to view your grades in real time on CANVAS. In addition, all course assignments are expected to be done on CONNECT.

HCCS Open Lab locations may be used to access the Internet and Eagle Online Canvas. It is recommended that you **USE [FIREFOX](#) OR [CHROME](#) AS YOUR BROWSER**.

### HCC Online Information and Policies

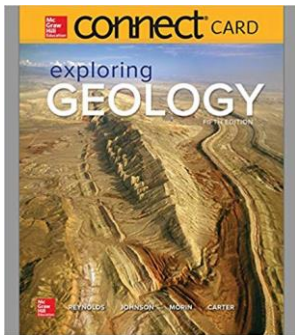
Here is the link to information about HCC Online classes including the required Online Orientation for all fully online classes: <http://www.hccs.edu/online/>

### Scoring Rubrics, Sample Assignments, etc.

Look in Eagle Online Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. Also be sure to check in for announcements. <https://eagleonline.hccs.edu/>

## Instructional Materials

### Textbook Information



The textbook listed below is **required** for this course. "**Exploring Geology**" (5<sup>th</sup> edition) by Reynolds et al (McGraw-Hill, 2018). Digital book via *Connect* ISBN: 9781260139976

Purchase an access code at the [HCC Bookstore](#) or order directly from the *Connect* website. Instructors will create assignments &/or assessments in the McGraw-Hill *Connect* system. Order your book here: [HCC Bookstore](#)

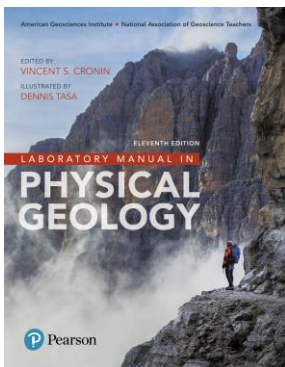
*Once you log-in to the Connect system you have the option of ordering a loose-leaf copy of the book if you would like a hardcopy.*

Instructor will paste Connect section URL here:

The Lab Book listed below is **required** for this course.

"Laboratory Manual in Physical Geology" (11<sup>th</sup> edition) edited by Cronin (Pearson, 2017) ISBN: 9780134446608

Students must have a hardcopy of this book, not digital format.



### Temporary Free Access to E-Book

When students initially navigate to the instructor's section within *Connect* the student can select to enter a paid access code, pay for registration, or select complimentary temporary access. Temporary access lasts for 2 weeks and student must pay for registration before the temporary period expires.

### About the Textbook

This is a unique textbook designed to help you learn geologic concepts and processes on your own. Nearly all the information in the book is built around illustrations and photographs, rather than being in long blocks of text. The entire book consists of a series of two-page spreads organized into chapters. Each two-page spread is a self-contained block of information about a specific topic and has a short list indicating what you should be able to do before you leave these pages. The What-To-Know List is your guide to what is important. If, when studying from the book, you construct your own answer to each item on the What-To-Know List, then I predict you will receive an A in the class. Each two-page spread in the book has a unique number (e.g., 12.4), and these numbers are referenced for quizzes and other course assignments. Each chapter ends with an investigation concerning a problem associated with a "virtual place".

### Other Instructional Resources

**<< Insert information about any additional resources you expect students to access or use. Also include alternative or supplemental information sources you recommend. >>**

## Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

## Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

Check out the Geology LibGuide maintained by the HCC library <https://library.hccs.edu/geology>

## Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

## Course Overview

GEOL 1403 is introductory lab-based geology. Introduction to the study of the materials and processes that have modified and shaped the surface and interior of Earth over time. These processes are described by theories based on experimental data and geologic data gathered from field observations. Laboratory activities will cover methods used to collect and analyze earth science data. This course is required as the introductory course in most geology undergraduate programs and is the prerequisite for GEOL 1404.

### Core Curriculum Objectives (CCOs)

GEOL 1403 satisfies the social science requirement in the HCCS core curriculum. The HCCS Geology Program Committee has specified that the course address the following core objectives:

- **Critical Thinking:** Students will demonstrate the ability to engage in inquiry and analysis, evaluation and synthesis of information, and creative thinking. Students will
- **Communication Skills:** Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication. For example, students will construct well labeled concept sketches of geologic processes or settings to demonstrate understanding.
- **Quantitative and Empirical Literacy:** Students will demonstrate the ability to draw conclusions based on the systematic analysis of topics using observation, experiment, and/or numerical skills. Exercises based around maps, sample identification, geologic structure analysis, and landscape evaluation are examples of how these objectives will be encountered.
- **Teamwork:** to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal by working together with other classmates on assignments or a project during the semester. Many lab assignments may be completed in teams.

## **Program Student Learning Outcomes (PSLOs)**

Can be found at:

<https://learning.hccs.edu/programs/geology>

## **Course Student Learning Outcomes (CSLOs)**

Upon completion of GEOL 1403, the student will be able to:

1. Describe how the scientific method has led to our current understanding of Earth's structure and processes.
2. Interpret the origin and distribution of minerals, rocks and geologic resources.
3. Describe the theory of plate tectonics and its relationship to the formation and distribution of Earth's crustal features.
4. Quantify the rates of physical and chemical processes acting on Earth and how these processes fit into the context of geologic time.
5. Communicate how surface processes are driven by interactions among Earth's systems (e.g., the geosphere, hydrosphere, biosphere, and atmosphere).
6. Identify and describe the internal structure and dynamics of Earth.
7. Describe the interaction of humans with Earth (e.g., resource development or hazard assessment).
8. (Lab) Classify rocks and minerals based on chemical composition, physical properties, and origin.
9. (Lab) Apply knowledge of topographic maps to quantify geometrical aspects of topography.
10. (Lab) Identify landforms on maps, diagrams, and/or photographs and explain the processes that created them.
11. (Lab) Differentiate the types of plate boundaries and their associated features on maps and profiles and explain the processes that occur at each type of boundary.
12. (Lab) Identify basic structural features on maps, block diagrams and cross sections and infer how they were created.
13. (Lab) Demonstrate the collection, analysis, and reporting of data.

## **Learning Objectives**

1. Defend or criticize the evidence for Plate Tectonics.
- 2.1 Compare the formation of igneous, sedimentary and metamorphic rocks
- 2.2 Explain distribution and formation of fossil fuel and mineral resources.
- 3.1. Identify the major physiographic features of the oceans and continents related to their plate tectonic setting
- 3.2. Sketch the different types of plate boundaries and label the features.
- 4.1 Evaluate the movement of the continents from the formation of Pangaea to present day positions.
- 4.2 Compare rates of geologic surface processes (e.g., rate of glacial retreat, erosion, coastal retreat)
- 5.1 Describe the combination of processes that shape landforms.
- 5.2 Evaluate how the biosphere affects rates of chemical weathering.
- 6.1 Draw and label a diagram of the interior of the earth.

6.2 Describe how Earth's internal structure impacts plate motion.

7.1 Discuss human modification of Earth's surface and how it contributes to geologic hazards (e.g., dams, highways, wetland development).

8.1. Identify a variety of common rock-forming minerals using physical properties.

8.2. Identify igneous, sedimentary and metamorphic rocks using texture and composition.

9.1. Read, interpret, analyze and understand topographic maps and geological profiles in terms of relief, contour intervals, and elevation.

9.2. Construct topographic maps with provided data.

10.1. Use various forms of technology (e.g., Google Earth, stereo photographs) to identify landforms.

11.1 Draw and label a profile of a subduction zone and a divergent boundary.

11.2 Identify the plate boundary types based on landforms seen on the map (e.g., offset rivers along transform fault)

12.1 Label and interpret folds and faults on geologic maps and cross-sections.

12.2 Interpret the geologic structures in relation to plate tectonic stresses.

13.1. Locate the epicenter of an earthquake by reading a seismogram.

## **Student Success**

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook via eBook or SmartBook
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as your guide.

## **Instructor and Student Responsibilities**

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and make up
- Provide the course outline and class calendar which will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required



As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies in the [HCCS Student Handbook](#)

## Assignments, Exams, and Activities

### Exams

There will be two Term exams in this course; namely Exam 1 and Exam 2. There will be 100 questions of several types including multiple-choice, labelling, fill in the blank. Each exam will be 100 point for 10% of final grade. Time allowed is 90 minutes and the exams will be taking in class on CONNECT. Students will be able to see their grades immediately after the Exam. Please always remember to launch into any grade assignment or exams via CANVAS. A makeup exam will be given ONLY if the student has a legitimate reason and notifies the instructor within 24 hours of the exam date. In addition, the exam must be made up by the next class period. Only one major exam may be made up. The final exam cannot be made up.

### Laboratory Exercises

The laboratory portion of the course account for 25% of the semester grade. Completion of laboratory assignments is mandatory.

This course contains a lab section, which complements and reinforces the concepts that are taught in lectures. Lab reports will be assigned from each lab. All lab reports must follow the report format, which will be discussed in class. Due dates will be given in class. All labs must be done at the regularly scheduled lab time; no make-up labs will be given. Although this laboratory section of this class does not give separate credit, it does represent a good fraction of the overall grade for the course.

### Quizzes Assignments or Projects In-Class Activities

See above course outline table including tentative course outline. Assignment calendar May be updated during the semester as the need may arise.

- **Homework:** Homework is vital to success in any class! Therefore, it is important that you do your homework regularly and get help immediately when you have questions. Homework will be regularly assigned throughout the semester. A majority of the assignments will be online on McGraw-Hill Connect. Due dates will be given in class.
- **Quizzes:** End of Chapter Quizzes will be administered at the end of every chapter. Should a student miss class, it is the student's responsibility to get a copy of the assignment from the instructor or consult with a classmate and turn it in on time. Late assignments will be penalized. Online quizzes will be posted on Connect. Their deadline will be listed above
- **Lab Reports:** This course contains a lab section, which complements and reinforces the concepts that are taught in lectures. Lab reports will be assigned from each lab. All lab reports must follow the report format, which will be discussed in class. Due dates will be given in class. All labs must be done at the regularly scheduled lab

time; no make-up labs will be given. Although this laboratory section of this class does not give separate credit, it does represent a good fraction of the overall grade for the course.

- **Research Paper and Presentation:** The paper will be about a geoscience topic to be assigned by the instructor. The length of the paper should be 3–5 pages, typed, and double-spaced with references. At least one of the references should come from the HCC library resource. The student is expected to give an approximately 5-minute presentation to the class, sharing information about their topic. Student will use visual aid such as PowerPoint presentation or a poster during the presentation. This exercise may be carried out in small groups of 3-5 students.

### Final Exam

The final exam is a comprehensive exam which accounts for 200 points which is equivalent to 20% of the final grade. There are two parts

Final Exam Part A 100 points multiple choice. Questions cover all chapters discussed in this class.

Final Exam Part B : Essay part , includes drawing of plate boundaries

### Grading Formula

Laboratory exercises and assessments must account for 25% of the total semester grade in this course, because it is a 4 credit course and 1credit is assigned to the laboratory

All reading assignments, End of Chapter quizzes and parts of the Exams will be done on CONNECT

There will be two (2) term/course exams in this course each carries 100 points or 10% of your final grade

Please ALWAYS log onto the assignments, quiz and exams in CONNECT via CANVAS. It will ensure that your grades are automatically transferred to CANVAS as soon as the assignment is completed

Lab exercises will be in class. Every chapter is assigned lab activities.

There will be two lab exams, each carries 75 points

Laboratory Exercises	100 points	10
Lab Assessments/Quizzes	150 points	15
Exam 1	100 points	10
Exam 2	100 points	10
End of Chapter Quizzes	150 points	15
Reading Assignments	120 points	15
Imported assignments	30 points	
Class Participation	50 points	5
Final Exam	200 points	20
Total	1000 points	100%

(class participation points can be both positive and negative)

Grade	Total Points
A	900+



B	800-899
C	700-799
D	600-699
F	<600

HCC Grading Scale can be found on this site under Academic Information:  
<http://www.hccs.edu/resources-for/current-students/student-handbook/>

## Course Calendar

Week Number	In Class lecture Schedule (Powerpoint presentations Available on CANVAS)	Lab Manual Chapter/Activity (Labs due Wednesday, in class)	Assignments CONNECT and or CANVAS LSM ALWAYS due day before in class lecture)
<b>1</b> : 2/11 - 2/17			
MONDAY	Chapter 1 : Nature of Geology	1: Thinking like a Geologist	LSM Chapters 1& 2 Due Saturday 2/16
WEDNESDAY	Chapter 2 : investigating geologic questions	1: Thinking like a Geologist	End of Chapter 1 & 2 HW Due Sunday 02/17
IMPORTED ASSIGNMENTS	<b>Start Here Quiz</b>	<b>On Canvas</b>	<b>Due Sunday 2/24</b>
	<b>Scavenger Hunt</b>	<b>On Canvas</b>	<b>First week of class are always busy . These are dues next week and they Are graded</b>
	<b>Introduction: Action, Cameras and videos</b>	<b>On Canvas</b>	
<b>2</b> : 2/18 - 2/24			
MONDAY	President Day Holiday	President Day Holiday	President Day Holiday
WEDNESDAY	Chapter 3: Plate tectonics.	2: Plate tectonics and origin of Magma	LSM Chapters 3 Due Tuesday 1159pm
	<b>Introduction: Action, Cameras and videos</b>		
<b>3</b> : 2/25 - 3/3			
MONDAY	Chapter 3: Plate tectonics.	2: Plate tectonics and origin of Magma	EOC Due Friday 3/1
WEDNESDAY	Chapter 4: Earth Material	3: Mineral property, identification and uses	LSM Chapters 4 Due Tuesday 2/26
		<b>Labs due Wednesday</b>	
<b>4</b> : 3/04 - 3/10			
MONDAY	Chapter 4: Earth Material	Exam 1 and Lab exam 1 Reviews	<b>Exam 1 Reviews due: Wednesday 03/06</b>

<b>Week Number</b>	<b>In Class lecture Schedule</b> (Powerpoint presentations Available on CANVAS)	<b>Lab Manual Chapter/Activity</b> (Labs due Wednesday, in class)	<b>Assignments CONNECT and or CANVAS</b> LSM ALWAYS due day before in class lecture)
WEDNESDAY		<b>Exam 1 and Lab Exam 1 : in class</b>	EOC 4 Due Friday 3/10
<b>5: 3/11-3/17</b>			
	<b>SPRING BREAK</b>	<b>SPRING BREAK</b>	<b>Suggestion: Catch up with missing assignments</b>
	<b>Rock Cycle Assignment</b>	<b>Given at this time</b>	
<b>6: 3/18 - 3/24</b>			
MONDAY	Chapter 5: Igneous Environments	5: Igneous rocks and processes	LSM Chapters Due Sunday 3/17
WEDNESDAY	Chapter 6: Volcanoes and volcanic hazard	5: Igneous rocks and processes	LSM Chapters 6 Due Tuesday 03/19
	Rock Cycle		EOC Due Saturday 03/23
<b>7: 3/25 - 3/31</b>			
	Chapter 7: Sedimentary Environments and rocks	6: Sedimentary processes, rocks	LSM Chapters 7 Due Sunday 03/24
	Chapter 7: Sedimentary Environments and rocks	6: Sedimentary processes, rocks	EOC Due Saturday 03/3
<b>8:4/01 - 4/7</b>			
	Chapter 8: Deformation and Metamorphism	7: Metamorphic rocks processes and resources	LSM Chapters 8 Due Sunday 3/31
	Chapter 8: Deformation and Metamorphism	7: Metamorphic rocks processes and	EOC Due Saturday 4/6
<b>9:4/08 - 4/14</b>			
MONDAY	<b>Exam 2 Reviews</b>	<b>Lab Exam 2 Reviews</b>	Exam 2 Reviews due: Sun 04/08
WEDNESDAY	<b>Exam 2 and Lab Exam 2</b>	<b>Comprehensive Overview/correction</b>	
<b>10: 4/15 - 4/22</b>			
MONDAY	Lab Chapter 10: Geologic Structures, maps, and block diagrams	Lab Chapter 10: Geologic Structures, maps, and	Take home Quiz Due Monday 4/15
WEDNESDAY	Lab Chapter 11: Topographic maps.	Lab Chapter 11: Topographic maps.	
<b>11:4/23 - 4/28</b>			

<b>Week Number</b>	<b>In Class lecture Schedule</b> (Powerpoint presentations Available on CANVAS)	<b>Lab Manual Chapter/Activity</b> (Labs due Wednesday, in class)	<b>Assignments CONNECT and or CANVAS</b> LSM ALWAYS due day before in class lecture)
	Chapter 9: Geologic Time:	8: Dating of Rocks, fossils and geological events	Learnsmart Chp. 9: Sunday 04/22-11:59pm
	Chapter 16: Rivers and Floods	11: Stream Processes, Landscape and flood hazards	Learnsmart Chp. 16: Tuesday 04/24 -11:59 pm
	Chapter Quiz		Chapters 9 and 16 due Saturday 04/27
<b>12:4/29 – 5/05</b>			
	Chapter 12: Earthquakes and Earth Interior	Earthquakes	LearnSmart Chapter: 12: Sunday 04/28
	Chapter 12: Earthquakes and Earth Interior	Final Exam Review	
<b>5/06 – 5/12</b>	<b>FINAL EXAM</b>		
MONDAY 05/06	<b>COMPREHENSIVE</b>	<b>Part 1 : Multiple Choices</b>	<b>Part 2 : Drawing /Essay questions</b>

### Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

### Instructor's Practices and Procedures

#### Missed Assignments

It is important for us to establish from the beginning that we as students are on this platform to learn. I believe that every student is able to learn and my job is to facilitate the different ways individual students learn. Please feel free *to ask for help* as early as possible so you do not fall behind in class.

I expect EVERY STUDENT to attempt and COMPLETE every single assignment on each week's module before the deadlines. YOU WILL BE UNABLE TO PROCEED TO THE NEXT MODULE IF THE PREVIOUS ONE IS NOT COMPLETE.

Asking questions about a past assignment is okay but, very unproductive and will not remove the penalties of missed/late assignments.

There will be no retakes/replacement /make up of missed Exams. It will be unfair to the students who have already taken the exams and unfair to you to take an alternative exams which might be more difficult.

No accommodations will be made for missing an assignment deadline – these includes technical difficulties, work or personal issues. Poor internet connectivity, poorly functioning computer, or any other technical issue are your responsibility to work around.

To meet this requirement, ALWAYS BEGIN YOUR WORK WELL BEFORE THE DEADLINE TO ALLOW SUFFICIENT TIME TO COMPLETE IT AND SUBMIT IT. THIS WILL ALLOW YOU TO WORK AROUND ANY TECHNICAL DIFFICULTIES.

One of the biggest mistakes students make is under-estimating the amount of time required to study and complete assignments. Completing your work on time is only going to help you do well in this course.

You MUST log in and complete the first week assignments by the due dates - Date of Record to avoid being dropped from this course.

Print off a copy of the Course schedule and mark all due dates on your calendar.

If you need to miss an exam for very serious health or very serious personal issues please GIVE PRIOR notice so I can channel it through the correct authorities for consideration and approval.

Alternatively, you may replace only one of your missed exam grade with the grade scored at the comprehensive final exam.

It is your responsibility to make sure you start the course on time, log in regularly and meet all deadlines

### **Academic Integrity**

PLEASE NOTE, NO FORM OF ACADEMIC DISHONESTY WILL BE TOLERATED in this course. ALSO ALL EXAMS will be taken online, but under special monitoring processes.

You may not use the restroom during exams. If you leave the exam room at all then it will be assumed that you are done. Please use the toilet before the exam starts and after exam is completed

ALSO NOTE that none of the following listed materials are allowed in your exam room. NO PHONES no hoods, no cameras, no electronics of any type and no writing materials. You will not need them. BUT if you should need any, ask the exam supervisor for some and please leave them behind in the exam rooms

When submitting discussions or any research related work, ENSURE that all references are included. Please do not claim other people's work for yours. And do not plagiarize other people's work from online work. Canvas is set up to detect these false claims.

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

## Attendance Procedures

Regular and prompt classroom attendance is a critical component of the educational experience because it prepares you the student to be effective and a responsible citizen. Students are expected to contact the instructor regarding any absence before class, or within 24 hours in case of an emergency, just as they would contact an employer regarding any absence from their jobs.

With proper notification, the student may be given the opportunity to make up missed work by the next class period. Students are responsible for any material covered in class during their absence. Regardless of the reason or excuse, excessive absences, tardiness, or early departures from class will negatively affect course grades. Students are encouraged to attend class regularly, take notes and be prepared to engage in classroom discussions.

Important dates this semester include :

**Event Type**

- Last day of instruction
- Last Day to Withdraw
- No Classes
- Official Day of Record
- Payment Due Date
- Refund Date
- Registration Begins
- Registration Ends
- Semester End Date
- Semester Start Date

Select: All, None

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**Search**

FEBRUARY 2019	
Date	Event
Feb 8	Spring 2019 2nd Start: Last Day for 100% refund
Feb 11	Spring 2019 2nd Start: Classes Begin
Feb 20	Spring 2019 2nd Start: Official Day of Record
Feb 25	Spring 2019 2nd Start: Last Day for 70% refund
Feb 28	Spring 2019 2nd Start: Last Day for 25% refund

APRIL 2019	
Date	Event
Apr 9	Spring 2019 2nd Start: Last Day to withdraw

MAY 2019	
Date	Event
May 5	Spring 2019 2nd Start: Last day of instruction
May 12	Spring 2019 2nd Start: Semester Ends

Events calendar powered by

**Upcoming Dates**

<b>FEB</b> 8 FRI	<b>Spring 2019 2nd Start: Last Day for 100% refund</b> Fri, Feb 8, 2019
<b>FEB</b> 11 MON	<b>Spring 2019 2nd Start: Classes Begin</b> Mon, Feb 11, 2019

## Student Conduct

This is a Face-to-face course. It is expected that students will be respectful of the school, the instructor, each other and the materials provided for study. On time arrival in class is expected. When students arrive in class late, they are expected to settle in quietly without distracting the class. NO phones no electronic devices, no side talks or anything that will distract the flow of learning by other students. The consequences for any disruptive behavior

is to ask that the student leave the class for the day and or an official report to the school authorities.

### **Instructor's Course-Specific Information (As Needed)**

Since all assignments are liked on CONNECT and CANVAS, please ALWAYS launch your assignments from CANVAS to CONNECT as will be demonstrated in class. That way, you grades are returned directly to CANVAS as the end of the assignment. Please not that it is the student's responsibility to report missing and or inaccurate grades immediately .The student's grades should therefore always be up to date and current on CANVAS

### **Electronic Devices**

Any electronic device is strictly prohibited n class. It is a distraction to both the student and the instructor. NO EARPHONES, NO CELL PHONES of any type. Student are encouraged to leave the class and go outside to use their phones Materials missed while you are on your phone outside are your responsibility.

## **Geology Program Information**

The Geology Program faculty are excited you are participating in this course! Please visit the LearningWeb page to find additional information about the HCC Geology degree plan, links to Geoscience programs across Texas, careers in Geosciences, Diversity in Geosciences, and program contact information.

<https://learning.hccs.edu/programs/geology>

Additionally, students can find more information about Science, Technology, Engineering, and Math (STEM) opportunities and events on the HCC STEM page: <https://www.hccs.edu/stem>

## **HCC Policies**

Here's the link to the HCC Student Handbook <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

Academic Information	Incomplete Grades
Academic Support	International Student Services
Attendance, Repeating Courses, and Withdrawal	Health Awareness
Career Planning and Job Search	Libraries/Bookstore
Childcare	Police Services & Campus Safety
disAbility Support Services	Student Life at HCC
Electronic Devices	Student Rights and Responsibilities
Equal Educational Opportunity	Student Services
Financial Aid TV (FATV)	Testing
General Student Complaints	Transfer Planning
Grade of FX	Veteran Services

### **EGLS<sub>3</sub>**

The EGLS<sub>3</sub> (Evaluation for Greater Learning Student Survey System) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS<sub>3</sub> surveys are only available for

the Fall and Spring semesters. -EGLS<sub>3</sub> surveys are not offered during the Summer semester due to logistical constraints.

<http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>

### **Campus Carry Link**

Here's the link to the HCC information about Campus Carry:

<http://www.hccs.edu/departments/police/campus-carry/>

### **HCC Email Policy**

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

### **Housing and Food Assistance for Students**

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

### **Office of Institutional Equity**

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<http://www.hccs.edu/departments/institutional-equity/>)

### **disAbility Services**

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/support-services/disability-services/>

### **Title IX**

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross  
Director EEO/Compliance



Office of Institutional Equity & Diversity

3100 Main

(713) 718-8271

Houston, TX 77266-7517 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu)

<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

## **Office of the Dean of Students**

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

## **Department Chair Contact Information**

Chair of Department of Natural Sciences:

Dr. Kumela Tafa ([kumela.tafa@hccs.edu](mailto:kumela.tafa@hccs.edu)) office phone: 713-718-5569