



Composition I-20700

ENGL-1301

DL1 2021 Section 136 3 Credits 08/30/2021 to 12/12/2021 Modified 08/30/2021

Course Meetings

Course Modality

Lecture

Meeting Days

M, T, Th

Meeting Times

11:02-11:50

Meeting Location

CRHS, room 1635

Welcome and Instructor Information

What's Exciting About This Course

This course is exciting because...The Department of English helps students find and develop their authentic voices, establish political power, and create social capital. We teach critical thinking, close reading, and analysis. We coach students on the rhetoric of messaging with consideration of purpose and audience. We support them as they craft their own narratives. We turn thoughts into words, ideas into interpretations, ambiguity into translation, and silence into voice.

My Personal Welcome

Welcome to the course! I'm looking forward to getting to know each of you and working together to develop your personal writing and communication styles. At the end of the course, I think we will all have benefitted from this semester. I know, as a teacher, that I learn from my students and hopefully you will gain from this course as well.

Preferred Method of Contact

HCC email or canvas inbox. Please only call my office after 2:35pm.

Office Hours

CRHS. Room 1635

Monday, Tuesday, Wednesday, Thursday, 2:35 PM to 3:15 PM, CRHS. Room 1635

Notify instructor prior to office visit.

Note: 2.5 daily, excluding Wednesday, is also available. Student must have pass prior to day of visit.

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capital. We teach critical thinking, close reading, and analysis. We coach students on the rhetoric of messaging with consideration of purpose and audience. We support them as they craft their own narratives. We turn thoughts into words, ideas into interpretations, ambiguity into translation, and silence into voice.

Course Overview

Course Description

ENGL 1301 is an intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Core curriculum course.

Requisites

Appropriate score on TSI/ACT/SAT/STAAR, INRW 0420, Grade C or better in ELA College Prep course from participating ISDs. Successful completion of INRW 0300 corequisite course. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

English Website

<https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/english/>

Core Curriculum Objectives (CCOs)

English courses satisfy three (3) hours of the communication requirement in the HCCS core curriculum. The HCCS English Discipline Committee has specified that courses address the following core objectives:

- **Critical Thinking.** Students will demonstrate creative thinking, innovation, inquiry, analysis, evaluation and synthesis of information.
- **Communication.** Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication.
- **Personal Responsibility.** Students will demonstrate the ability to connect choices, actions, and consequences to ethical decision-making.
- **Teamwork.** Students will demonstrate the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.
 - Composition I, Composition II, Creative Writing, Introduction to Technical Writing, and Technical & Business Writing only
- **Social Responsibility.** Students will demonstrate intercultural competency, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.
 - Literature courses only

Student Learning Outcomes and Objectives

Program Student Learning Outcomes (PSLOs)

Can be found at:

<https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/english/>

Course Student Learning Outcomes (CSLOs)

Upon successful completion of ENGL 1301, the student will be able to:

- Demonstrate knowledge of individual and collaborative writing processes.
- Develop ideas with appropriate support and attribution.
- Write in a style appropriate to audience and purpose

- Read, reflect, and respond critically to a variety of texts.
- Use Edited American English in academic essays.

Word Count Requirement

Students will write a minimum of 5,000 words over the course of the semester.

Departmental Practices and Procedures

Department-Specific 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 calculated
- Facilitate an effective learning environment through class activities, discussions, and lectures
- Provide a description of any assignments
- Inform students of policies
- Provide the course outline and class calendar that will include a description of assignments
- Arrange to meet with individual students as required

As a student, it is your responsibility to:

- Attend class and participate in class discussions and activities
- Read and comprehend the texts
- Complete the required assignments
- Ask for help when there is a question or problem
- Keep copies of all documents, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies, including plagiarism, in the [HCCS Student Handbook](#)

Program-Specific Student Success Information

As with any three-hour course, expect to spend *at least six hours per week* outside of class reading and studying the material. I will provide assignments to help you use those six hours per week wisely. Additional time will be required for written assignments. Successful completion of this course requires a combination of reading the textbook, attending class, completing assignments in Eagle Online, and participating in class discussions. 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.

Instructional Materials and Resources

Instructional Materials

The [HCC Online Bookstore \(https://hccs.bncollege.com/shop/hccs-central/page/find-textbooks\)](https://hccs.bncollege.com/shop/hccs-central/page/find-textbooks) provides searchable information on textbooks for all courses. Check with your instructor before purchasing textbooks because the book might be included in your course fees.

The Norton Reader

- Author: Joseph Bizup
- Publisher: W. W. Norton & Co.
- Edition: 14th
- ISBN: 978-0-393-61740-5

The Little Seagull

- Author: Richard Bullock
- Publisher: W. W. Norton & Co.
- Edition: 14th
- ISBN: 978-0-393-60264-7

Brave New World

- **Author:** Aldous Huxley
- **Publisher:** Harper Modern Classics
- **Edition:** 2006
- **ISBN:** 978-0-06-085052-4

✓ Course Requirements

Assignments, Exams, and Activities

Type	Weight	Topic	Notes
In-Class Activities	15%	Class Readings	Types of assignments include Reading Check quizzes, Journal Entries, and Discussions.
Final Exam	20%		Exam will be completed in class during the final week of the semester. Exam will be a timed essay.
In-Class Activities	65%	Class Readings	Tests will be comprised of multiple choice, short answer, and essays.

Grading Formula

Grade	Range	Notes
A	90 to 100	
B	80 to 89	
C	70 to 79	
D	60 to 69	
F	59 and below	

* Instructor's Practices and Procedures

Incomplete Policy

In order to receive a grade of Incomplete ("I"), a student must have completed at least 85% of the work in the course. In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

Missed Assignments/Make-Up Policy

Students will have one day per day missed in order to make up a missed test or in-class writing unless the student only missed the day of the assignment in which case the student is expected to complete the assignment on the day he/she returns. Documentation for absences and/or emergency is expected at the time student returns for all major assignments. Instructor reserves the right to accept or reject that documentation. Late work is not encouraged. Student will lose 10 points per day for up to three days after which student will receive a grade of 0, and this requires documentation (i.e., doctor's note, etc.) which the instructor has the right to accept or decline.

There are no make up's for Final Exam.

No retests.

Academic Integrity

Expectations are that students will maintain academic integrity for all work. Instances of plagiarism, copying another student's work, or out right cheating will result in a grade of 0 with no opportunity to retake.

Scholastic Dishonesty will result in a referral to the Dean of Student Services and/or referral to campus principal.

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

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<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>
(<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>)

Attendance Procedures

Students are expected to attend class daily. There are no options for virtual learning for this class this year unless things change drastically. If health or family circumstances arise and results in missing class, the instructor expects notification before the absence. You may do so by canvas inbox or email. Students will be withdrawn for non-attendance. Once a student misses 12% of the class meetings, student will be withdrawn by instructor.

Student Conduct

Students are expected to be attentive, avoid distracting other students, come to class prepared, and to participate in all class discussions.

Instructor's Course-Specific Information

Because this course is basically a composition course, grading will take longer than in other type courses. Generally, most grades for quizzes, daily, etc. will be recorded within 48 hours. Compositions are usually recorded within 72 hours with the exception of research papers. Students are encouraged to make appointments to discuss grades and received suggestions for improving their writing.

Devices

Students are allowed to bring devices to class but are expected to use them for course completion. Students are encouraged to bring ipads, chrome books, or laptops to make working in canvas more managable.

Faculty-Specific Information Regarding Canvas

This course section will use Canvas (<https://eagleonline.hccs.edu> (<https://eagleonline.hccs.edu>)) to supplement in-class assignments, exams, and activities.

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

Faculty Statement about Student Success

Students who attend class regularly, prepare by reading assignments before class, by completing all work on time, and by participating in class discussions will be more successful in this course. If at any time, you find yourself needing help, you need to make an appointment with your professor/instructor as soon as possible.

Social Justice Statement

Houston Community College is committed to furthering the cause of social justice in our community and beyond. HCC does not discriminate on the basis of race, color, religion, sex, gender identity and expression, national origin, age, disability, sexual orientation, or veteran status. I fully support that commitment and, as such, will work to maintain a positive learning environment based upon open communication, mutual respect, and non-discrimination. In this course, we share in the creation and maintenance of a positive and safe learning environment. Part of this process includes acknowledging and embracing the

differences among us in order to establish and reinforce that each one of us matters. I appreciate your suggestions about how to best maintain this environment of respect. If you experience any type of discrimination, please contact me and/or the Office of Institutional Equity at 713-718-8271.

HCC Policies and Information

HCC Grading System

HCC uses the following standard grading system:

Grade	Grade Interpretation	Grade Points
A	Excellent (90-100)	4
B	Good (80-89)	3
C	Fair (70-79)	2
D	Passing (60-69), except in developmental courses.	1
F	Failing (59 and below)	0
FX	Failing due to non-attendance	0
W	Withdrawn	0
I	Incomplete	0
AUD	Audit	0
IP	In Progress. Given only in certain developmental courses. A student must re-enroll to receive credit.	0
COM	Completed. Given in non-credit and continuing education courses.	0

Link to Policies in Student Handbook

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

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX

- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

Link to HCC Academic Integrity Statement

<https://www.hccs.edu/resources-for/faculty/student-conduct-resources-for-faculty/> (<https://www.hccs.edu/resources-for/faculty/student-conduct-resources-for-faculty/>)

Campus Carry Link

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

<https://www.hccs.edu/departments/police/campus-carry/> (<https://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 \(https://www.hccs.edu/resources-for/current-students/student-e-maileagle-id/\)](https://www.hccs.edu/resources-for/current-students/student-e-maileagle-id/) and activate it now. You may also use Canvas Inbox to communicate.

Office of Institutional Equity

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

Ability Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, 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 <https://www.hccs.edu/support-services/ability-services/> (<https://www.hccs.edu/support-services/ability-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/> (<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/> (<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>)

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
- 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 a guide.

Canvas Learning Management System

Canvas is HCC's Learning Management System (LMS), and can be accessed at the following URL:

<https://eagleonline.hccs.edu> (<https://eagleonline.hccs.edu>)

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

HCC Online Information and Policies

Here is the link to information about HCC Online classes, which includes access to the required Online Information Class Preview for all fully online classes: <https://www.hccs.edu/online/> (<https://www.hccs.edu/online/>)

Scoring Rubrics, Sample Assignments, etc.

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <https://eagleonline.hccs.edu/login/ldap> (<https://eagleonline.hccs.edu/login/ldap>)

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 making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students during office hours, and 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 \(https://www.hccs.edu/resources-for/current-students/student-handbook/\)](https://www.hccs.edu/resources-for/current-students/student-handbook/)

EGLS3

The EGLS³ ([Evaluation for Greater Learning Student Survey System \(https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/\)](https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/)) 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. EGLS³ surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

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

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.

Student Resources

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 \(https://www.hccs.edu/resources-for/current-students/tutoring/\)](https://www.hccs.edu/resources-for/current-students/tutoring/) 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 <https://library.hccs.edu> (<https://library.hccs.edu>).

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 <https://www.hccs.edu/resources-for/current-students/supplemental-instruction/> (<https://www.hccs.edu/resources-for/current-students/supplemental-instruction/>).

Resources for Students:

<https://www.hccs.edu/resources-for/current-students/communicable-diseases/resources-for-students/>
(<https://www.hccs.edu/resources-for/current-students/communicable-diseases/resources-for-students/>)

Basic Needs Resources:

<https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/> (<https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/>)

Student Basic Needs Application:

https://hccs.co1.qualtrics.com/jfe/form/SV_25WyNx7NwMRz1FH
(https://hccs.co1.qualtrics.com/jfe/form/SV_25WyNx7NwMRz1FH)

COVID-19

Here's the link to the HCC information about COVID-19:

<https://www.hccs.edu/resources-for/current-students/communicable-diseases/> (<https://www.hccs.edu/resources-for/current-students/communicable-diseases/>)

Sensitive or Mature Course Content

In this college-level course, we may occasionally discuss sensitive or mature content. All members of the classroom environment, from your instructor to your fellow students, are expected to handle potentially controversial subjects with respect and consideration for one another's varied experiences and values.

Instructional Modalities

In-Person (P)

Safe, face-to-face course with scheduled dates and times

Online on a Schedule (WS)

Fully online course with virtual meetings at scheduled dates and times

Online Anytime (WW)

Traditional online course without scheduled meetings

Hybrid (H)

Course that meets safely 50% face-to-face and 50% virtually

Hybrid Lab (HL)

Lab class that meets safely 50% face-to-face and 50% virtually

Course Calendar

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.

Week	Date	Topic / Assignment
1	8/30–9/3	Course Introduction, Syllabus, 33 Things I Can Write About, Who Am I? Project—due on 9/3 at the beginning of class. Comma Rules Sentence Structure

2	9/6–9/10	<p>Memoirs/Personal Narratives</p> <p>Joan Didion – “On Going Home” (Word Choice and Tone), p. 1, Journal Response #1 (JR);</p> <p>Chang-Rae Lee – “Coming Home Again,” p. 3 (Imagery and Flashbacks), JR #2</p>
3	9/13–9/17	<p>E. B. White – “Once More to the Lake” (Word Choice, tone, descriptive detail, structure), p. 158, RJ #3</p> <p>Response Journals #1-3 due 9/17. (major)</p> <p>George Orwell’s “Shooting an Elephant.” P. 158 (Word choice, tone, descriptive detail, structure), RJ #4</p> <p>Reader’s Response Journals #1-4 due today, 9/17</p>
4	9/20–9/24	<p>Brent Staples – “Black Men and Public Spaces,” p. 267. RJ #5.</p> <p>Personal Narrative Essay (major)—Brainstorming/prewrite, drafting, peer edit. Rough draft due in class on 9/24 for peer edit.</p> <p>Final Copy due 9/27 by 11:59pm.</p>
5	9/27–10/1	<p>Descriptive/Profile – Brian Doyle – “Joyas Voladoras,” p. 526.</p> <p>Scott Russell Sanders – “Under the Influence, p. 87 RJ #6</p> <p>Anne Doten (handout), “The Iguana in the Bathtub” -RJ #7</p> <p>Descriptive Essay Assignment (major) Due 10/6</p>
6	10/4–10/8	<p>Rough draft due at the beginning of the class/peer edit.</p> <p>Aldous Huxley—<i>Brave New World</i> intro.</p> <p>Be prepared for “surprise” in class essays over your reading.</p> <p>Group Research Mini Project/Presentations</p> <p>Reading Schedule:</p> <p>Chapters 1-3 due on 10/13</p> <p>Chapters 4-6 due on 10/18</p> <p>Chapters 7-9 due on 10/20</p> <p>Chapters 10-12 on 10/27</p> <p>Chapters 13-15 on 11/1</p> <p>Chapter 16-17 on 11/8</p> <p>Chapter 18 on 11/11</p>

7	10/11– 10/15	<p>Presentations this week.</p> <p>RJ #8</p> <p><i>Brave New World</i> discussions over this week’s reading schedule. Possible reading check quizzes.</p> <p>Study Guides</p> <p>Reader’s Response Journals #5-8 due 10/15</p>
8	10/18– 10/22	<p>Abstract Assignment/Due 10/25</p> <p><i>Brave New World</i> discussions over this week’s reading schedule. Possible reading check quizzes. RJ #9</p> <p>Study Guides</p>
9	10/25– 10/29	<p>Abstract Assignment/Due 10/25</p> <p><i>Brave New World</i> discussions over this week’s reading schedule. Possible reading check quizzes.</p> <p>RJ #10</p> <p>Study Guides</p>
10	11/1–11/5	<p><i>Brave New World</i> discussions over this week’s reading schedule. Possible reading check quizzes.</p> <p>RJ #11</p> <p>Study Guides</p>
11	11/8–11/12	<p>Reader’s Response Journals #9-11 due 11/8</p> <p><i>Brave New World</i> discussions over this week’s reading schedule. Possible reading check quizzes.</p> <p>Review for novel exam</p> <p>Brave New World Essay Assignment(major)</p>
12	11/15– 11/19	<p><i>Brave New World</i> Exam</p> <p>Essay Work Week</p> <p>Rough draft due Thursday, 11/18</p> <p>Peer edit</p>
13	11/29–12/3	<p>Essay due 11/29 by 7:00am.</p> <p>Exam Review: Possible exam topics</p>

14	12/6–12/10	"Wrap it up" Week Final Exam
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Additional Information

Process for Expressing Concerns about the Course

If you have concerns about any aspect of this course, please reach out to your instructor for assistance first. If your instructor is not able to assist you, then you may wish to contact the Department Chair.

Dr. Mary Lawson, mary.lawson@hccs.edu, 713.718.2365