



**Department of Natural Sciences
GEOLOGY Program**

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

GEOL 1305: Environmental Science | Lecture | CRN 18787
Spring 2021 | 16 Weeks (1/21/2020-5/17/2020)
Online Asynchronous
3 Credit Hours | 48 hours per semester

Instructor Contact Information

Instructor:	Karen Yip	Office Phone:	713-718-6781
Office:	West Loop 228	Office Hours:	see schedule in EagleOnline
HCC Email:	karen.yip@hccs.edu	Office Location:	WebEx

Please feel free to contact me concerning any problems that you are experiencing in this course or impacting your experience in this course. Your comfort in my class is very important to me. Also, I appreciate the chance to express even more enthusiasm about studying the Environment and Earth when we get more chances to communicate.

Instructor's Preferred Method of Contact

Communication with students is high on my priority list. I will respond to emails within 24 hours Monday through Friday. Sometimes I will reply nearly immediately, other times it may be closer to the 24hrs. Email responses on the weekend will be less regular. Sometimes my academic flexibility means I leave campus early to do "mom" responsibilities and then end up corresponding and working on class items at night. I respect that you, too, have unique schedules. My communication at odd hours does not indicate I expect you to work at odd hours.

Most of your contact with me will be via EagleOnline's "inbox" feature. This is the internal email tool for EagleOnline. I do received notifications of those messages to my regular email account. Yes, you can also send e-mails to my campus e-mail account. For the sake of your information security I won't reply to e-mails that are not from your ____@student.hccs.edu address.

Yes, you can call my office phone number even if we are all online - please leave a voice-message. I will receive the voice messages via email so I can listen to them nearly anywhere. Also, the campus phone number should ring on my laptop if I have the application open. Office hours will be conducted via WebEx. Simply click on the time you wish to set a meeting within the Office Hour section of our class EagleOnline page. That's it, just click the time and the system automatically sets up a meeting for the 2 of us.

What's Exciting About This Course

The most multidisciplinary field of science! This class is for everyone. Everyone! Where does air pollution come from? What are the impacts of different forms of energy? How can the reintroduction of wolves impact the streams in Yellowstone? Paper or plastic; incandescent or LED? How can environmental ethics and economics and progress work simultaneously? What is your carbon footprint? Can your personal choices actually impact the environment? Can your food choices impact the environment? The information in this course will help you understand humans' impact on Earth and enlighten you about the connectedness of everything that surrounds us.

My Personal Welcome

Welcome to Environmental Science! —I'm delighted that you have chosen this course. One of my passions is to know as much as I can about the earth, and I look forward to seeing this passion grow with all of you. We have a book as a reference and many assignments and projects to allow more exploration of the subjects so you can grasp the concepts and apply them now and hopefully throughout your life. As you read and wrestle with new ideas and facts that may challenge you, I am available to support you. The fastest way to reach me is by my HCC email. The best way to really discuss issues is in person and I'm available during posted office hours to tackle any questions you might have. My goal is for you to walk out of the course with a better understanding of the environment and how it affects you and how you affect it. So please visit me or contact me whenever you have a question.

Prerequisites and/or Co-Requisites

GEOL 1305 requires college-level reading and writing skills. The minimum requirements for enrollment in GEOL 1305 is qualifying to enroll in INRW 0300/0420 or ESOL 0370/0360. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

Canvas Learning Management System

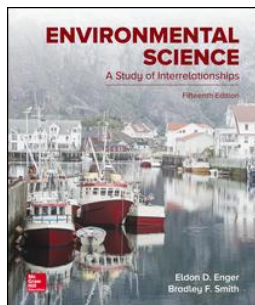
This Online section of GEOL 1305 will use Eagle Online (<https://eagleonline.hccs.edu>), HCC's version of Canvas, for nearly every aspect of class including assignments, announcements, assessments, and communication. Access to the eText and Conect are available via links on EagleOnline as well as part of the First Day Access program.

Students MUST have reliable, regular access to an internet-connected computer. Please check software requirements via the support pages of Eagle Online Canvas. Make sure "plug-ins" and "add-ons" are up to date. We all know that sometimes technology fails us. If your personal computer goes on the fritz or your internet connection is disconnected for a few days it is YOUR responsibility to find a computer somewhere else to complete quizzes and review weekly material. A neighbor, the library, a campus computer lab, a friend... make sure you have back-up plans for where to log-in to our class.

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.**

Instructional Materials

Textbook Information



This course is First Day Access and ebook is included in course fee. See below

The textbook listed below is **required** for this course.

"Environmental Science: A Study of Interrelationships" (15th edition) by Enger and Smith (McGraw-Hill). Digital book via *Connect*
ISBN: 1260134709

About First Day Access

All sections of this class are "First Day Access". Students will access the book automatically within the EagleOnline course for their section. Instructors will have instructions for you about finalizing registration to access Connect, the McGraw-Hill system where the book and other materials are accessed. Cost of book access is part of student's course fees which is a much lower cost than retail. Student may "opt out" of included access, but then will need to pay for book access on their own which costs more. The opt-out access is through the "First Day (Inclusive Access) Course Material" link in the course EagleOnline page.

Students may also purchase a loose-leaf copy of the textbook from McGraw-Hill if they would like a physical copy of the text. This feature is available from within the student's Connect account once it is established.

Other Instructional Resources

As an online course we don't have specific materials to bring in backpacks. But I'll use this space to indicate that writing out notes by hand collected in a notebook or binder is scientifically the best way to take notes. Typing notes is a distant second. The physical nature of writing on paper with pen and arranging the doodles, sketches, words, captions, added thoughts... it puts those ideas in your mind in more than one place. Physical memory and visual memory. It will be necessary to scan occasionally, there are instructions for how to do this with free applications. Occasionally you will be asked to submit video answers to discussion – these can be made with computer webcam or with phone cameras. Through the semester I will post suggested supplemental information or resources on our class EagleOnline page. It is highly recommended that you read/watch/browse those materials.

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. Even during campus closure (ex: COVID-19 related), librarians are available to assist students with research, acquiring materials and to lead webinars on many topics. 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>

Course Overview

GEOL 1305 is a survey course of the forces, including humans, that shape our physical and biologic environment, and how they affect life on Earth. Introduction to the science and policy of global and regional environmental issues, including pollution, climate change, and sustainability of land, water, and energy resources.

Core Curriculum Objectives (CCOs)

GEOL 1305 satisfies the social science requirement in the HCCS core curriculum. The HCC 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.
- **Communication Skills:** Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication.
- **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. Notably, students will use graphs and charts in assessments during the semester.
- **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.

Program Student Learning Outcomes (PSLOs)

Can be found at:

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

Course Student Learning Outcomes (CSLOs)

Upon completion of GEOL 1305, the student will be able to:

1. Recognize, describe, and quantitatively evaluate earth systems, including the land, water, sea, and atmosphere, and how these function as interconnected ecological systems.
Minimum topics covered: Environmental Interrelationships, Organism interaction in environments, Types of ecosystems and communities, Biodiversity issues
2. Assess environmental challenges facing humans caused by their interaction with the physical and biological environment (e.g., population growth, energy resources, food production, pollution, water and resource use).
Minimum topics covered: General Population characteristics, Renewable and non-renewable energy, Land-use planning, Soil and agricultural methods, Water resources and management, Air quality and pollution, Climate change, Solid waste and hazardous waste management.

3. Acquire a scientific vocabulary and critical thinking skills related to environmental science.
Minimum topics covered: Basic scientific principles and the scientific method.
4. Assess the effectiveness and feasibility of environmental policy and its impact.
Minimum topics covered: Environmental ethics, Economics and environmental concerns, A variety of policies related to energy, land-use, pollution, resource management, waste management

Learning Objectives

- 1.1 List the four categories of limiting factors for organisms in an ecological systems (raw materials, energy, waste products and interactions among organisms).
- 1.2 Interpret environmental trends from data (graphs or histograms or tables)

- 2.1 Utilize population data (e.g., from the US Census Bureau at <http://www.census.gov/>) to determine population growth rate, and analyze impact on resource demand and waste production.
- 2.2. Calculate personal energy or resource consumption (e.g., via household electric meter readings or water usage).
- 2.3. Compare the use of fossil fuel, nuclear, and renewable energy consumption (wind, solar, biomass and hydroelectric).
- 2.4. Discuss current events related to environmental science as reported by news media.

- 3.1. Discuss the reliability of science through the Scientific Method in resolving environmental problems.
- 3.2. Discuss the chemical behavior of matter and states of matter (solid, liquid, or gas) in relation to kinetic and potential energy.
- 3.3. Support the notion that energy cannot be created nor destroyed, but when energy is converted from one form to another, some energy is converted into a less useful form.

- 4.1 Explore how the political process impacts environmental decision making.
- 4.2 Evaluate significant environmental policies (e.g., clean air act, recycling nuclear fuel rods) related to what procedures are actually in place.

Student Success

Your success is our goal! How can you boost your chance to be successful? Know what the expectations are. This class takes dedicated time. Time in class meetings, time reading, time studying, time to do 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 or assigned documents
- Reviewing your notes and improving them outside of class
- Attending class in person
- Reviewing course information like you are practicing a sport – frequently, little by little. Work on making the course material part of your brain’s “muscle memory”
- Success on assignments
- Participating in class activities

Students should follow the syllabus calendar so as to keep up with what topic or chapter will be discussed each week.

Safely gather virtually with others. If possible, take the time to gather with classmates for study sessions, note comparison, and exam preparation. Everyone learns better when you are together!

There is no short cut for success in this course. Anything you want to succeed at requires practice. Basketball? Piano playing? Ballet? Video games? You can't just go do these things and think you'll "rock it", they all need practice. So, treat your courses this way too – build your skills during the semester for a successful final grade!

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Encourage a safe, comfortable, welcoming learning space.
- Allow students to develop their own relationship with Environmental Sciences
- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Use, test, implement many learner-centered instructional techniques.
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a complete, understandable 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
- Let students know when I am worried about their performance in or absence from class.
- Notify clearly any changes in due date or course calendar contents.

As a student, it is your responsibility to:

- Contribute to a learning community with your classmates respectfully.
- Participate actively by reviewing course material, interacting with classmates, and bringing your "I wonder" statements to class
- Stay in communication via e-mail, EagleOnline inbox, and checking for Announcement posts.
- Review the feedback given on quizzes, assignments, and assessments – you learn from mistakes.
- Read, re-read the textbook and access notes and additional helpful material on EagleOnline
- 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

Assignments

There will be weekly reading assignments completed on the *Connect* system with the e-book. These are called **LearnSmart** assignments (**LS** in the calendar). The *Connect* system will help you approach the chapter, determine how well you have mastered the material, and give you a chance to really check your learning before taking the weekly Quiz. These weekly reading assignments and the LearnSmart completion is part of your grade.

Early in the semester we will explore our Carbon Footprint and resource demand by using some internet tools. Later in the semester we will come back to these concepts to examine what changes we can make personally or in our communities.

Environmental Science current events are around us everyday and everyday there are new ones. In addition to reading the textbook, students will be expected to explore some current events related to the course material. Especially *good* news! These **News Response** assignments will be submitted via EO and will be graded via the guidelines published in the assignment description. One News Response (possibly an additional) will be given as a virtual presentation.

Two projects involving collecting and responding to data. **Energy Consumption Project** will involve the student keeping track of personal electricity use at home for a week and put this together with additional energy-use activities to calculate their Carbon Footprint. The data and calculations will be the prompt for a reflection paper. **Water Consumption Project** involves a student collecting data on personal water use for a week and writing a reflection paper to comment on what they learned. Deadlines and details will be posted in EagleOnline. Additionally, students will work in teams on a virtual presentations focused on the Texas and Houston region. Possible topics are water resources, energy resources, hazards, city planning.

Assessments

Quizzes will be assigned on EO nearly weekly. Quizzes will cover information from specific chapters or pairs of chapters. The schedule of quizzes is in the course calendar. Pay attention to the quiz deadline so that you earn as many points as possible! These will be the most frequent way of determining if you are keeping up with course material and will allow me to know what topics might need additional clarification. Quizzes have a variety of question types. The quizzes will be available for 3-4 days and have a specific time limit. Once the deadline has passed you will not be able to take the quiz. There are no make-up quizzes. See grading scale for the semester value of the quizzes.

Mid-Term Exams and Final Exam will consist of a variety of question types including multiple choice, fill-in, long answer, image labeling and sketching. Exam #1 will cover chapters 1 – 7, a BIG QUIZ will cover chapters 8-10, Exam #2 will cover chapters 11-16 and 18, the Final Exam will cover material from the entire semester cumulatively, including the last chapters covered. Exams are given Online via EagleOnline. They are timed. There are many styles of questions including long-answer, fill-ins, and reading graphs/tables/charts. See the grading scale for the semester value of exams.

Other Weekly Activities

Students will participate in discussions related to the week's topics. Please follow along with the course calendar to be prepared for the correct topics. Students will interact and share ideas with one another via virtual gallery walks, discussion boards, interactive documents, and response to other prompts.

Final Exam

The semester will be wrapped up with the final exam. The Final Exam is cumulative covering all the information from the semester. The final exam will be similar format to the two mid-term exams. There will be a variety of question styles including multiple-choice, long answer, sketching, and graph-reading.

The final exam for this class will be online. It will be available during Finals Week for 2 days (May 11-12). Details of "available window" will be announced later in the

semester. Finals week is set by the College and can be verified at <https://www.hccs.edu/student-experience/events-calendar/>

Extra Credit Opportunities

There will be a few extra credit opportunities during the semester. These are good opportunities to add more points to your total score. Opportunities change from semester to semester. Sometimes there are special events to attend, movies to watch, or museum exhibits to view.

Grading Formula

Grades for this course are earned based on the divisions listed below. Some consideration is given, when assessing borderline grades, to those students who have demonstrated steady progress and who have actively contributed to class content during the semester. Grades will be displayed in the Grades tool on Canvas, though the total may not be totally accurate pending extra credit or completion of grading. (Note: Students are responsible to keep up-to-date on their cumulative grade total.)

Quizzes (total)	=	15%
LearnSmart & Connect Assignments	=	12%
Mid-Term Exams (12% & 15%)	=	27%
Final Exam	=	18%
News Response reports (4)	=	8%
Team presentations	=	5%
Class Discussion Boards	=	5%
Water Consumption Project	=	4%
<u>Energy Consumption Project</u>	=	<u>6%</u>
Total	=	100%

Final letter grade will be assigned according to the following scale: A = 90 – 100%, B = 80 – 89%, C = 70 – 79%, D = 60 – 69%, F = ≤ 59%

Incomplete Policy:

The Incomplete grade "I" is filled in for a student on a case by case basis. In all cases the student should be up-to-date with assignments and course material at the time the "I" is discussed. "I" is also used in cases of medical leave. An "I" is assigned with agreement between student and instructor about what is required to "clear" the I. In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

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

Course Calendar

This calendar indicates general progression of topics and assignments.

PLEASE FOLLOW EAGLE ONLINE WEEKLY MODULES FOR FULL LIST OF AVAILABLE ITEMS AND REQUIRED ASSIGNMENTS

DATE	Reading assignments	Other topics/assignments	Assignments/Quizzes
WEEK 1 Jan 19	LS Chap 1: Environ. Interrelationships	Complete Start Here module items, Intro to Connect,	Quiz #1
WEEK 2 Jan 25	LS Chap 2: Environmental Ethics LS Chap 3: Environmental Risk	Ecological Footprint assignment, Natl. Park video clips	Quiz #2
WEEK 3 Feb 1	LS Chap 4: Interrelated Scientific Principles (SPLIT into PART 1 & PART 2)	Matter, Energy & Environment, Veritasium videos	Quiz #3 * NEWS RESPONSE 1 *
WEEK 4 Feb 8	LS Chapter 5: Interactions: Environments and Organisms LS Chapter 6: Kinds of Ecosystems and Communities	Biomes Homework	Quiz #4, Prepare for exam
WEEK 5 Feb 16	LS Chapter 7: Populations: Characteristics and Issues (SPLIT into PART 1 & PART 2)	Mon Feb 15 PRESIDENTS DAY Population animations	Quiz #5, prepare for exam ** NEWS RESPONSE 2 **
WEEK 6 Feb 22	LS Chap. 8: Energy and Civilization: Patterns of Consumption	* Mid-Term Exam #1 * (ch. 1-7) Assign Energy source project Assign Water Use Project	Work on water project & power plant project
WEEK 7 Mar 1	LS Chap. 9: Nonrenewable Energy Sources	Energy Sources, Switch/Switch On	(work on water project & power plant project)
WEEK 8 Mar 8	LS Chap. 10: Renewable Energy	Water Project due Power Plant virtual presentations assign energy project	Quiz #6 (big quiz) work on energy project
SPRING BREAK March 15-21			
WEEK 9 Mar 22	LS Chap. 15: Water Management LS Chap. 11: Biodiversity Issues	Water resource videos, flood control district research, seafood questions	Quiz #7 * NEWS RESPONSE 3 *

WEEK 10 Mar 29	LS Chap. 18: Solid Waste Management and Disposal LS Chap. 16: Air Quality Issues	From recycled plastic, food waste	Quiz #8 & Quiz #9 work on energy project
	SPRING HOLIDAY APRIL 2 – 4		
WEEK 11 Apr 5	LS Chap. 12: Land-Use Planning	Land-use: focus on our region, Smart Growth, ENERGY CONSUMPTION project Part 1 & 2 DUE	Quiz #10, work on energy project
	Withdrawal deadline: APRIL 6, 2021		
WEEK 12 Apr 12	LS Chap. 13: Soil and its Uses LS Chap. 14: Agricultural Methods and Pest Management	Geology, soil, soil's importance; Agricultural methods and food sources, Food and Ag.	Quiz #11, finish energy project + Prepare for exam
WEEK 13 Apr 19	LS Chap 17: Climate Change April 22 is Earth Day!	Global Weirding video, ENERGY PROJECT due, EXAM #2 (ch 11-16, 18)	Quiz #12
WEEK 14 Apr 26	LS Chap 19: Environ. Regulations: Hazardous Waste, LS Chap 20: Environmental Policy	Climate Change Policies and Regulations	Quiz #13
WEEK 15 May 3	Wrap it all up!	Virtual Presentations: News Response #4 – Out Loud!	Prepare for the final exam
FINALS	FINAL EXAM WEEK	available during Finals Week for 2 days (May 11-12).	

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. HCC calendar and holiday schedules are available at:

<https://www.hccs.edu/student-experience/events-calendar/>

Instructor's Practices and Procedures

Missed Assignment

Successful students keep track of the calendar and posted deadlines. Plan ahead. If you miss an assignment deadline send me a note, communicate with me. LearnSmart deadlines can be extended. Quiz deadlines are less likely be extended unless in cases of documented errors with the quiz or EagleOnline technical errors. Other assignments may be made up on case-by-case basis. Not all opportunities can be made-up.

Due to the format of the exams and in the desire to maintain academic rigor I cannot offer make-up exams. If you run into an unforeseen obstacle/conflict please reach out As Soon As Possible.

Academic Integrity

As a student you understand that your job is to earn a grade during the semester. For any work you submit you should feel ownership of it. Submitting work that is not your own is unacceptable. This includes any online quizzes or assignments. There are very few situations when copy-paste is a tool should be used, especially from a website. Anything you submit, small or large, should contain your own thoughts, your words, or work you and a partner agree that you both worked on. If cheating or plagiarism are caught in a quiz the student will received a "0" for the quiz and will be notified by the instructor.

Exam Mode: Exams are not open book nor open resource. It is understood that students complete assessments with the knowledge and reasoning in their own mind. If cheating is discovered during/on an exam the student will receive a "0" score on that exam and the situation will be document on the Student Conduct Form.

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

Even in an Online class attendance is important. Official attendance is recorded for this class just once at the beginning of the semester. However, "attending class" is one of the best ways to move toward success in this course. Attendance will include participation in discussion boards and completion of material in EagleOnline. While I am not constantly checking the logs for participation, I will get concerned after I see a few unattempted assignment/quizzes accumulate. I will reach out to check with you to see if there is anything you need or an obstacle you are dealing with.

The **withdraw deadline is April 6**, and is indicated on the Course Calendar. Students may choose to withdraw at any point before that deadline. Please communicate with me before choosing to withdraw. I would like a chance to talk it over with you and see if there are any strategies that might help your view of finishing the semester.

Students who stop participating in class and do not withdraw themselves prior to the withdrawal deadline may either be dropped by their professor for excessive absences or be assigned the final grade of "FX" at the end of the semester.

Religious Holidays: There are fewer conflicts with specific religious or personal holidays in the Online setting. But, please let me know at least 2 weeks in advance if you know you will

need extra allowances due to a religious holiday. See the student handbook for more information.

Student Conduct

It is important to me that all students feel comfortable exploring and expressing geoscience knowledge in class. Please be respectful of classmates and anyone presenting by keeping side conversations to a minimum. We all benefit from questions asked and listening to the answer. Please let me know if you feel bullied, threatened, or uncomfortable by any situation in class.

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.

Electronic Device Requirements

This is an Online course. Yes, you have electronic devices. A webcam is not specifically required for this course, but there will be assignments that require a video response. The videos can be recorded with a computer webcam or with any other camera device and then uploaded/imbedded. Students may be asked to scan handwritten assignments. Some students may have actual flat-bed scanners but many do not. In EagleOnline I have description of some free apps to scan with smartphones/tablets.

HCC students can find assistance acquiring technology here: <https://www.hccs.edu/applying-and-paying/financial-aid/additional-technology-related-resources-for-hcc-students/>

Office365

All HCC students, faculty, and staff have access to free downloads of Office365 software in addition to online use of the programs as well. This includes Word, Powerpoint, Excel, Outlook, OneDrive, OneNote, and more. Go to <https://www.office.com/> use your HCC system log-in information (it's your "work" account). Click Office 365 in the top bar and then "Install Office" button on the right side. I highly recommend using the OneDrive cloud storage available to you. Store all your files there to be accessible from anywhere you have internet access. Mobile device apps can be downloaded and connected to your HCC Office365 account as well. Everything is connected!

Instructor's Final Comments

Later in the syllabus is the official statement about housing and food assistance. If you find yourself in a situation where your basic survival needs of food, clothing or shelter are diminished or becoming a challenge please approach one of your professors or HCC staff. We are here to help and point you in the right direction. HCC has developed and is continuing to grow programs to help students with Real Life Problems. #realcollege #RealHCC.

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>

Instructional Modes (Spring 2021)

Flex Campus (FC)

In person classes where students can choose to participate either on campus or online (streamed from classroom):

<https://www.hccs.edu/campaigns/college-your-way/flex-campus/>

Online on a Schedule (WS)

Fully online, scheduled meetings

<https://www.hccs.edu/campaigns/college-your-way/online-on-a-schedule/>

Online Anytime (WW)

Fully online, no scheduled meetings

<https://www.hccs.edu/campaigns/college-your-way/online-anytime/>

Lab-Based Courses (HL)

Online with required attendance at scheduled labs on campus

<https://www.hccs.edu/campaigns/college-your-way/lab-based-courses/>

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
- 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

EGLS³

The EGLS³ (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. EGLS³ surveys are only available for the Fall and Spring semesters. EGLS3 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/>)

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/>

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
<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) office phone: 713-718-5569