



**Department of Natural Sciences**

**GEOLOGY Program**

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

---

**GEOL 1301: Earth Sciences I for non-science majors | Lecture  
CRN 21399**

Fall 2021 | Regular Term (8/23/2021-12/12/2021)

Online asynchronous | no required meeting time

3 Credit Hours | 48 hours per semester [Course Calendar](#)

**Instructor Contact Information**

Instructor: Karen Yip  
Office: West Loop rm C219  
HCC Email: [karen.yip@hccs.edu](mailto:karen.yip@hccs.edu)

Office Phone: 713-718-6781  
Office Hours: See schedule in EagleOnline  
meeting 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 Earth when you come talk to me outside of class.

**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.

Most of your contact with me will be via EagleOnline's "inbox" feature. This tool will automatically fill in our course information in the subject line of your message. Also, the reply email address will only be your \_\_\_\_@student.hccs.edu address. For the sake of your information security I won't reply to e-mails that are not from your \_\_\_\_@student.hccs.edu address.

If you choose to call the office phone do leave a voice mail with your return number. I am not often sitting at the desk where the phone is but I will receive the voice messages via email so I can listen to them.

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**

What is going on with this planet we live on? Have you ever wondered about the clouds overhead? Why don't they all drop rain? Are you curious about earthquakes and volcanoes? Where did the sand come from that you build castles with at the beach? Did you have a

collection of favorite rocks you filled your pockets with as a kid? Think you want to own property in the future and might want to know more about rivers and flooding? This class is for you! We will hit all the high points of Earth's rocks, oceans, atmosphere, and our place in the solar system. Consider this course "the geology everyone should know".

## **My Personal Welcome**

Welcome to Earth Science! —I'm delighted that you have chosen this course. One of my passions is to know as much as I can about Earth, and I can hardly wait to pass that on. I will present the information in the most exciting way I know, so that 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 best way to really discuss issues is in person and I'm available during posted STUDENT hours to tackle any questions you might have. My goal is for you to walk out of the course with a better understanding of Earth's processes no matter what career path you are on. So please visit me or contact me whenever you have a question.

## **Prerequisites and/or Co-Requisites**

GEOL 1301 requires college-level reading and writing skills. The minimum requirements for enrollment in GEOL 1301 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](#).

## **Eagle Online Canvas Learning Management System**

This section of GEOL 1301 will use [Eagle Online Canvas](https://eagleonline.hccs.edu) (<https://eagleonline.hccs.edu>) regularly for everything. Ebook/Mastering access, assignments, exams, class meetings, note posting, announcements, grade posting, supplemental materials, handouts, and communicating with the "inbox".

You **MUST** have reliable, regular access to an internet-connected computer. You can check software requirements via the support pages of Eagle Online Canvas. Make sure your "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.

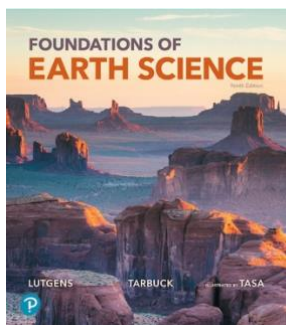
HCCS Open Lab locations may be used to access the Internet and Eagle Online Canvas when the campus is open. It is recommended that you **USE [FIREFOX](#) OR [CHROME](#) AS YOUR BROWSER**.

## **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



Available with **First Day Access** – registration information will be provided on first day of class. See below for more First Day Access information.

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

**"Foundations of Earth Science"** (9<sup>th</sup> edition) by Lutgens and Tarbuck (Pearson). eBook via *Mastering*  
ISBN for the code at bookstore: 9780135339619

### About First Day Access

All sections of this course are "First Day Access". Students will access the book automatically within the EagleOnline course for their section. Instructors will have instructions for you to finalize registration to access Mastering, the Pearson system where the eText and Publisher supplemental 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 Pearson if they would like a physical copy of the text. This feature is available from within the student's Mastering account.

### Other Instructional Resources

Please also consider having a notebook with plenty of paper, pencils, and a few colored pencils or multicolored pens to use in note-taking and on assignments.

Hand-written notes from the book, lecture/recorded videos, and review times will be more useful to you than typing notes. We will be making sketches and diagrams to help understand Earth processes, it is far better to make sketches on paper rather than typing.

Through the semester I will post suggested supplemental information or resources on our class EagleOnline page. It is highly recommended that you take a look at 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. 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 1301 is a survey course of geology, meteorology, oceanography, and astronomy. It is especially for non-science majors and is not part of the Geology A.S. degree plan.

### Core Curriculum Objectives (CCOs)

GEOL 1301 satisfies the Life and Physical 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 1301, the student will be able to:

1. Explain the current theories concerning the origin of the Universe and of the Solar System.
2. Explain the place of Earth in the Solar System and its relationships with other objects in the Solar System.
3. Relate the origin and evolution of Earth's internal structures to its resulting geologic systems, including Earth materials and plate tectonic activities.
4. Explain the operation of Earth's geologic systems and the interactions among the atmosphere, the geosphere, and the hydrosphere, including meteorology and oceanography.
5. Explain the history of the Earth including the evolution of earth systems and life forms.

## Learning Objectives

1.1 Explore evidence of the Big Bang theory.

1.2 Describe the Nebular Hypothesis and development of our Solar System.

2.1 Relate Earth's history to the Nebular Hypothesis.

2.2 Describe the theories for the origin of the moon.

2.3 Relate climate change to changes in astronomical relationships.

2.4 Contrast Earth to the other planets of the Solar System.

3.1 Compare the processes on early Earth to the processes of modern Plate Tectonics

3.2 Sketch a model of Earth's internal structure showing thickness and explaining the characteristics that define each layer

3.3 Make a concept sketch of the rock cycle and explain the processes that create Earth's diverse rocks.

4.1 Recognize how the Earth System is composed of component systems which cycle and interact driven by internal and external energy.

4.2 Describe how Earth's surface is modified by the interaction of moving water, air, gravity, and rock matter.

4.3 Explain distribution of geologic hazards that are result of geologic, atmospheric, and oceanographic processes.

4.3.1 Use available online resources to study hazards and assess risk in local regions such as Harris County or Texas watersheds.

4.4 Explain geologic resources as products of geologic processes.

4.5 Articulate the interrelated nature of the geosphere, atmosphere, biosphere and hydrosphere in the context of Climate Change.

5.1 Summarize the models of the origin of Earth's surface water and atmospheric gases.

5.2 Recognize that scientific models represent Earth's complex systems.

5.3 Distinguish pieces of evidence and data that lead to development of theory of Plate Tectonics.

5.4 Illustrate how fossil evidence is used to understand Earth's history.

## 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 synchronous class meetings
- 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. If possible, take the time to meet 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 Earth 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:

- Attend synchronous class meetings and be respectful of classmates while online
- 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**

Students will complete **Dynamic Study Modules** in the Mastering system (**DSM** in course calendar) to check progress in reading comprehension. It is recommended that you read the chapter via the ebook prior to starting the DSM. The questions presented in the DSM are meant as check-ins, not comprehensive coverage of the chapter content.

Students will post to the Eagle Online discussion board about Earth Science related current events during the semester.

Each week there will be a Question of the Week style discussion board assignments. These will be brief and usually will focus on finding Earth Science related data from an online data source or finding local examples of a particular problem. Students are requested and encouraged to respond to others when appropriate.

About half-way through the semester a research project will be assigned. Students will work in pairs or small groups to research a geologic catastrophe or looming danger. The group will collaborate for a few weeks to prepare and then give a virtual presentation in the last week.

## Quizzes

Students will take quizzes on EagleOnline which cover 1-2 chapters each. Quizzes will be available/open for multiple days, please pay attention to deadlines and time limits as they won't all be identical. Quizzes are a chance to assess understanding before exams, they are practice between being introduced to material and taking an exam on that material. There may be small during-class quizzes too! Pop quizzes happen during class meetings! There are **no make-up quizzes**, once they close they are closed. Please stay alert to deadlines. There will be bonus quizzes to serve as a review and also boost your quiz score.

Quizzes will use the **Respondus Lockdown Browser**. All students will need to download Respondus Lockdown Browser as instructed in EagleOnline. There will be a practice quiz in the orientation information to allow download of the software and practice with it before having a graded quiz.

## Exams

Students will take 3 mid-term exams and a final exam. Exams have multiple-choice questions, fill-in-the blank, diagram reading/completing, paragraph-scale long answer and concept sketch based. Please refer to the grading criteria for their value. Questions of different types have different point values. The exam will indicate point value. Prior to the exam I will let you know about any materials you will need (ie: calculator, colored pencils, rulers, etc). Exams will be online in EagleOnline given on the date indicated in the semester calendar and will have specific time limits. Exams and quizzes are closed-book, closed-note, closed-other websites... an assessment of what you know, not a research project. For this reason Respondus Lockdown Browser will be used for Exams just as quizzes.

## Other Activities

There will be assorted assignments from the book or separate worksheets or active-learning modules. We have no synchronous required meetings. Students will give a presentation by the end of the semester.

## Final Exam

The quick condensed summer 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 three mid-term exams and will also be online. The Final comprises question styles including multiple-choice, long answer, sketching, and graph-reading. **Our Final Exam will be Tuesday December 7 – Wednesday December 8 (times TBA).**

## 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. Some will be activities to do from home, some will be outings.

## 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 sessions during the semester. Grades will be displayed in the Grades tool on Canvas, though the total may not (Note: Students are responsible to keep up-to-date on their cumulative grade total.)

Dynamic Study Modules (DSM)	= 8%
~weekly Quizzes	= 12%
<i>Mastering</i> Homework	= 5%
Exam 1	= 11%
Exam 2	= 12%
Exam 3	= 12%
Final Exam	= 17%
Current Event posts/talk	= 8%
Weekly discussion boards & other activities	= 9%
<u>Research Project/presentation</u>	= <u>6% of final grade</u>
Total	= 100%

Final letter grade will be assigned according to the following scale:

A = 89.5 – 100%, B = 79.5 – 89.4%, C = 69.5 – 79.5%, D = 59.5 – 69.5%, F =  $\leq$  59.5%

### **Incomplete Policy:**

The Incomplete grade "I" is used 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/>

Also <https://catalog.hccs.edu/>

## Course Calendar

This calendar will help you understand the topics covered each week and what assignments to work on.

(As of 8/22/2021...small adjustments might be made later...)

<b>DATE</b>	<b>Chapters and topics</b>	<b>Dynamic Study Modules and Other assignments</b>	<b>Assessments</b>
<b>WEEK 1</b> August 23	Introductions, Overview of Course,  <b>READ Intro chapter</b>  Explore Mastering and EagleOnline	"Start Here module" items including introduction post  <b>DSM:</b> Intro to Dynamic Study Modules <b>DSM:</b> Introduction to Earth Science Complete all pages of START HERE module	Syllabus Quiz Quiz #1
<b>Week 2</b> Aug 30	<b>READ chapter 15 and Chapter 1</b>	<b>DSM:</b> Nature of the Solar System <b>DSM:</b> Matter and Minerals <i>Question of the Week</i>	Quizzes #2 & #3
<b>Week 3</b> Sept 6	<b>Read Chapter 2 (it's big)</b> <b>(Labor Day Monday)</b>	<b>DSM:</b> Igneous Rocks <b>DSM:</b> Sedimentary Rocks <i>Question of the Week</i> Earth Science News Report #1	Quiz #4
<b>Week 4</b> Sept 13	Continue Chapter 2	<b>DSM:</b> Metamorphic Rocks <i>Question of the Week</i>	<b>EXAM #1 (Date TBD)</b>
<b>Week 5</b> Sept 20	<b>READ Chapter 6</b> Landscapes Fashioned by Water (mass wasting, Rivers and Flooding)	<b>DSM:</b> Rivers and flowing water <ul style="list-style-type: none"> <li>• Mass-wasting homework</li> <li>• Groundwater homework</li> </ul> <i>Question of the Week</i>	Quiz #5
<b>Week 6</b> Sept 27	<b>READ Chapter 7</b> Desert & Glacial landscapes	<b>DSM:</b> Glacial Landscapes <b>DSM:</b> Deserts/Arid Landscapes <i>Question of the Week</i> Earth Science News Report #2	Quiz #6
<b>Week 7</b> Oct 4	<b>READ Chapter 3</b> Plate Tectonics	<b>DSM:</b> Plate Tectonics Plate Tectonics Homework <i>Question of the Week</i>	Quiz #7
<b>Week 8</b> Oct 11	<b>READ Chapter 4</b> Earthquakes & deformation	<b>DSM:</b> Earthquakes <b>DSM:</b> Crustal Deformation (end ch 4) <i>Question of the Week</i>	Quiz #8
<b>Week 9</b> Oct 18	<b>READ Chapter 5</b> Volcanoes	<b>DSM:</b> Volcanoes <i>Question of the Week</i>	Quiz #9 <b>Exam #2 (Date TBD)</b>
<b>Week 10</b> Oct 25	<b>Read Chapter 9</b> Oceans and Shorelines	Ch 9 assignment Oceanography worksheet <i>Question of the Week</i> Earth Science News Report #3	Quiz #10
<b>Withdrawal deadline: October 29, 2021</b>			
<b>Week 11</b> Nov 1	<b>Read Chapter 10</b>	<b>DSM:</b> shorelines Beach: River of Sand <i>Question of the Week</i>	Quiz #11

<b>DATE</b>	<b>Chapters and topics</b>	<b>Dynamic Study Modules and Other assignments</b>	<b>Assessments</b>
<b>Week 12</b> Nov 8	<b>READ Chapters 11, 12,</b> The atmosphere, clouds, precipitation,	<b>DSM:</b> The Atmosphere: Comp., Structure, & Temp <b>DSM:</b> Moisture, Clouds, Precip <i>Question of the Week</i>	Quiz #12
<b>Week 13</b> Nov 15	<b>READ Chapters 13, 14</b> wind, weather patterns and severe weather	<b>DSM:</b> Air Pressure and Wind <b>DSM:</b> Weather Patterns & Severe Weather Atmosphere HW #1 <i>Question of the Week</i>	Quiz #13  <b>EXAM #3</b>
<b>Week 14</b> Nov 22	<b>Read Chapter 8</b> <b>Read Chapter 16</b> THANKSGIVING BREAK Nov 25 – 28	<b>DSM:</b> Beyond our Solar System + Revisit Ch 5, 15 <i>Question of the Week</i>	Chap 16 assignment
<b>Week 15</b> <b>Nov 29</b>	<b>Complete City Hazard project</b>	Wrap-up City Hazard project <i>Question of the Week</i>	
<b>FINAL EXAMS</b>	Tues Dec 7 – Wed Dec 8	<b>FINAL EXAM</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. Changes are likely considering COVID protocol, hurricanes, flooding, power outage... it's Houston. HCC calendar and holiday schedules are available at: <https://www.hccs.edu/student-experience/events-calendar/>

## Instructor's Practices and Procedures

### Missed Assignments

Some assignments have very firm deadlines. Some assignments I am willing to set extensions on. If you have a situation where you will miss a deadline please contact me.

**Dynamic Study Module** deadlines *can* be extended. I -really- want every student to complete the DSMs. Question of the Week discussion boards will not be extended. They are intended to be completed during the week indicated. Contact me if you need an extension on News Report assignments... but please monitor deadlines and work AHEAD of deadlines. Quiz deadlines will not be extended unless in cases of documented errors with the quiz or EagleOnline technical errors.

If you know that you will miss an exam contact the instructor as soon as you know you have a conflict. Alternative test times are more likely to be arranged in advance rather than after the scheduled Exam date.

### Academic Integrity

As a student you understand that your job is to earn a grade during the semester. Your academic career should be powered by your own learning, challenges, and understanding. Any work you submit should be your own thoughts, your own efforts expressed. Grades are not given, they are earned. Feel ownership over your submitted work. All work submitted by you should be completed by you. This includes online quizzes, and exams, and assignments. There are very **few** situations when copy-paste is a recommended tool to use in assignments. Answers should be a student's own explanation and phrasing. If cheating or plagiarism are caught in a quiz the student will receive a "0" for the quiz and will be notified by the instructor. If cheating/academic dishonesty is discovered related to an exam the student will receive a "0" score on that exam and the situation will be documented 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

Attending to and participating in class are the best ways to move toward success in this course. Participation is important because you are not only assessed on "book" material. Although we do not have regular meeting dates/times you should plan your own certain schedule. There is no magic number of hours of participation that is required, but here are some thoughts. This is a 3-credit hour class. That means you should plan on dedicating 5-6 hours each week on class-related items. This might be online, this might be offline. But if you aren't interacting with the materials in EagleOnline for at least 3 hours a week it's probably not enough and is one indicator about your likely performance.

The **withdraw deadline is October 29**, 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 attending 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:** Please let me know at least 2 weeks in advance if you know you will miss class 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.

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 Devices**

This is an Online course. You have electronic devices. During the semester students will be invited to participate in web based surveys or information scavenger hunts. Use any appropriate device!

Students will be required to use Respondus Lockdown Browser for assessments.

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 (Summer 2021)

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

## EGLS<sup>3</sup>

The EGLS<sup>3</sup> (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<sup>3</sup> 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.

### **Student Resources**

Resources for Students:

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

Basic Needs Resources (HCC CARES):

<https://www.hccs.edu/support-services/counseling/hcc-cares/>

Student Basic Needs Application:

[https://hccs.co1.qualtrics.com/jfe/form/SV\\_25WyNx7NwMRz1FH](https://hccs.co1.qualtrics.com/jfe/form/SV_25WyNx7NwMRz1FH)

## **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](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. Cyril Anoka ([cyril.anoka@hccs.edu](mailto:cyril.anoka@hccs.edu)) office phone: 713-718-5638