



**Division of Social and Behavioral Sciences  
Anthropology and Geography Department**

<https://www.hccs.edu/programs/areas-of-study/social--behavioral-sciences/anthropology/>

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**ANTH 2301: Physical Anthropology | Lecture | #16142**

Spring 2020 | 16 Weeks (1.21.2020-5.17.2020)

HCC Online Course

3 Credit Hours | 48 hours per semester

**Instructor Contact Information**

Instructor: Professor L. Ayers                      Office Phone: 713-718-5879  
Office Hours: Tues 11am-3 pm, Thurs 2-3 pm, or By Appointment  
HCC Email: [laura.ayers@hccs.edu](mailto:laura.ayers@hccs.edu)                      Office Location: Alief Hayes C423

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear the concerns and just to discuss course topics.

**Instructor's Preferred Method of Contact**

The best way to contact me is through Canvas messaging or HCCS email. If using HCCS email, ensure it comes from your HCCS email address. Messages sent before 5 pm will typically be answered the same day. Messages sent after 5 pm or on weekends will be answered the next business day.

**What's Exciting About This Course**

Anthropology is the study of humans, and Physical Anthropology will focus specifically on our biological components. Physical anthropology is influenced by a number of disciplines including: biology, environmental studies, anatomy, geology, nutrition, zoology, and cultural studies. How do our genetics work? How do we compare to other primates? Where and when did certain traits evolve? What makes humans different from other related species that have lived throughout history? If you want the answers to these questions and more, than you are in the right course! Humans are an awesome and fascinating species with a great history. And to live oblivious to our complexity and history would be sad indeed, so I want to teach everyone so they can all appreciate it as I do.

**My Personal Welcome**

Welcome to Physical Anthropology—I'm delighted that you have chosen this course. One of my passions is to know as much as I can about human biology and behavior, 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 well. 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 or Canvas message. 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 yourself and of our species. So please visit me or contact me whenever you have a question. Please do not stop completing your class work or drop the class without first talking with me. Dropping a course should be your last step. Be aware that dropping may impact your grade point average, financial aid, and health insurance policies. As an experienced instructor, there may be options that I can point out that have not occurred to you. I am here to help you, but you must be willing to help yourself. Do not wait until the end of the semester to ask for advice or help. When you are successful as my student, I am successful as your instructor!

### Prerequisites and/or Co-Requisites

ANTH 2301 requires college-level reading and writing skills. The minimum requirements for enrollment in ANTH 2301 include placement in college-level reading (or take GUST 0342 as a co-requisite), and placement into college-level writing (or take ENGL 0310/0349 as a co-requisite). If you have enrolled in this course having satisfied these prerequisites, you have a higher chance of success than students who have not done so. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

### Canvas Learning Management System

This section of ANTH 2301 will use [Canvas \(https://eagleonline.hccs.edu\)](https://eagleonline.hccs.edu)

- All assignments must be submitted electronically on through Canvas.
- Your file must be attached and open to be accepted. The same policy for late files applies if your file does not open correctly or is not attached.
- If Canvas is not working, student can email assignment to [laura.ayers@hccs.edu](mailto:laura.ayers@hccs.edu) from their HCC email address. Emails from non-HCC email addresses will not be opened or received.
- If an assignment is received late or not received, the student must demonstrate it was turned in. When in doubt: take a screenshot!
- There will be no individual extensions to any assignment or module beyond the Spiderman Pass. Therefore, it is highly recommended that students complete assignments BEFORE the day they are due, to have time to find solutions if personal computer problems or Canvas issues arise.

HCCS Open Lab locations may be used to access the Internet and Canvas. **USE [FIREFOX](#) OR [CHROME](#) AS THE INTERNET BROWSER.**

### HCC Online Information and Policies

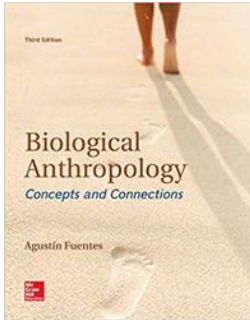
Here is the link to information about HCC Online classes including the required Online Orientation for all fully online classes: <http://www.hccs.edu/online/>

### Scoring Rubrics, Sample Assignments, etc.

Look in 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>

## Instructional Materials

### Textbook Information



The textbook listed below is **required** for this course.  
**"Biological Anthropology: Concepts and Connections"** (3<sup>rd</sup> edition)  
by Agustín Fuentes (McGraw-Hill). ISBN: 9781260702231

It is included in a package that contains the text as well as an access code and are found at the [HCC Bookstore](#). The Online Access Code is not required for this course.

You may either use a hard copy of the book, or rent the e-book from McGraw-Hill. Order your book here: [HCC Bookstore](#)

### Temporary Free Access to E-Book

Here is the link to get temporary free access to a digital version of the text for fourteen days:  
<https://connect.mheducation.com/class/fuentess20hcc>

### Other Instructional 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](#) 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>.

## Course Overview

Physical Anthropology explores the relationship between culture and biology through the methods, theory and research of biological anthropology. Students learn about basic mechanisms of genetic change in populations and the relationships between humans and the other primates. Students learn about biological variation and adaptation in human populations, responses to the environment, race, and other issues and their applications.

### Core Curriculum Objectives (CCOs)

ANTH 2301 satisfies the natural science requirement in the HCCS core curriculum. The HCCS Anthropology Program Committee has specified that the course address the following core objectives:

- **Critical Thinking:** There will be one or more assignments in which students will have to demonstrate their ability to analyze and synthesize information involving scientific topics (e.g. genetics, human adaptation, human variation, human origins, primatology) and how they apply to hypothetical situations.
- **Communication Skills:** There will be one or more exercises in which students will have to demonstrate their competency in written and/or verbal communication skills with respect to lab topics (e.g. genetics, human adaptation, human variation, human origins, primatology).
- **Quantitative and Empirical Literacy:** There will be one or more exercises in which students will have to demonstrate their understanding of the scientific method, render observations into data, and perform basic computations using basic linear algebra, common and natural logarithms, and other college-level math.
- **Teamwork:** There will be one or more exercise where students will have to work together in small groups to analyze and evaluate data and research. Students will work in collaborative teams for all labs and will turn in a single assignment for each. They will be required to discuss differences in data that they observe and will need to account for observer bias. Students will be evaluated on the ability to work together, self-management, and cooperation.

### Program Student Learning Outcomes (PSLOs)

Can be found at:

<http://learning.hccs.edu/programs/anthropology/anthropology-learning-objectives/anthropology-pslos/view>

### Course Student Learning Outcomes (CSLOs)

Upon completion of ANTH 2301, the student will be able to:

1. Apply the scientific method to empirical data and evaluate hypotheses
2. Evaluate contrasting scientific viewpoints regarding the process of evolution.
3. Explain the basic terms and processes of Mendelian genetics.
4. Describe the structure of DNA and the process of mutation.
5. Identify and define the forces of evolution.
6. Describe at least one human biological variation that represents an adaptation to environmental factors.
7. Distinguish between the major categories of the living primates.
8. Describe variation in primate social behaviors and the reasons for that variation.
9. Identify major trends in early primate evolution.

10. Compare and contrast various Australopithecine and early *Homo* fossils and sites.
11. Describe the skeletal characteristics and culture of *Homo erectus*.
12. Compare early *Homo sapiens*, skeletally and culturally, to both *Homo erectus* and later *Homo sapiens*.
13. Evaluate different theories, based on both skeletal and genetic evidence, regarding the origins of anatomically modern humans.

### **Learning Objectives**

Upon successful completion of this course, students will:

1. Describe key concepts and theories of physical anthropology.
2. Explain the principles and processes of human evolution.
3. Describe how the scientific method is used in physical anthropology.

## 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.

### 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 before and after class as required

As a student, it is your responsibility to:

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

## **Assignments, Exams, and Activities**

### **Written Assignment**

“Big Idea” Assignments: There will be three “Big” assignments required. These cover major course themes, and require a little more work/creativity than the typical assignment. They will be 1-2 pages in length. Instructions for each will be announced in class and posted on Eagle Canvas as they arise. Please check the rubric in the instructions before submitting. Plagiarism (including no in-text citation) on any assignment will result in an automatic failing grade on the assignment and a report to the Dean for Academic Dishonesty.

### **Exams**

Exams: Exams will be in a multiple-choice, true/false, short answer, or matching format and will cover material detailed in the Exam Review. Two exams will be online, and two exams will be in-person. For the two proctored exams, students must attend HCC Online proctored testing locations.

Midterm and Comprehensive Final must be completed on computer, in person at one of the HCC Online testing locations.

You will need to bring a photo ID to the testing location.

You must sign in upon arrival for your exam grade to be accepted. If you do not appear on the course sign in sheet, your exam grade will be counted as a zero.

For Midterm and Final Exam Testing Weeks, you can attend at any time within the testing hours:

Thursdays, 4 pm-9pm; last admit time 6:50pm

Fridays, 10am-9pm; last admit time 6:50pm

Saturdays, 10am-3pm; last admit time 12:50pm

Probable Location: Central Campus, San Jacinto Building.

I will inform you of finalized location the week of the exam by Canvas message, in case there is a change to location or extended times available.

Look for signs upon entering building for which room to go to for ANTH testing.

Please start planning immediately to attend one of these times/locations or to find another certified proctor location to take the exam. It takes a minimum of 2 weeks before exam date to arrange a certified proctor.

### **In-Class Activities**

Comprehension Quizzes: For each unit there will be a short (~6 questions) quiz. This is to let you know what kind of questions will be asked on the exam about the unit’s materials, as well as test your knowledge of the material. Each quiz has a time limit of 8 minutes.

Discussions: Occasionally you are required to participate in online discussions. Discussion posts usually require a minimum of three posts: one original post answering the questions, and a minimum of two thoughtful replies to a classmate’s post. The Big 1 Gallery Comments

and Primate Wiki Comment Discussions do not have questions but instead requires students to comment on five classmates' entries.

Movie Worksheets: You are required to watch the movie (15-60 minutes) and fill in the corresponding worksheet. Every student is expected to do their own work. Sharing worksheets is not allowed and will result in a failing grade on the assignment for any students involved.

Optional Assignments: Some assignments will be labeled as optional. The four lowest of all assignments will be dropped--that will be the 4 optional assignments (if not completed), or other assignments if optional assignments are completed. The same late work policies apply to optional assignments. There is no penalty for not completing optional assignments.

### Final Exam

The Final Exam will be comprehensive and occur in-person at a proctored location. A detailed review will be provided.

### Grading Formula

Item	Notes	Percentage
Two Online Exams	Higher Score is 15%, Lower Score is 10%.	25%
Comprehensive Final	Will be taken on computer in proctored facility (Division Policy).	15%
Midterm Exam	(Exam 2). Will be taken on computer in proctored facility (Division Policy).	15%
Assignments	Averaged. Four lowest dropped.	15%
"Big Idea" Assignments	Three at 5% each. Grading Rubric in Instructions.	15%
Quizzes	Averaged. Three dropped.	10%
Discussions	Averaged. One dropped.	5%
Extra credit opportunities will be available throughout the course. Requests for Extra Credit after the deadline or Grade Rounding will not be granted.		

### 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.

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



## Course Calendar

- Remember: You can always work AHEAD of schedule (until the midterm or final exam), but cannot fall behind.
- You are now a college student. It is your responsibility to keep up with due dates; do not expect reminders.
- Online Assignments are due by 11:59 pm for your convenience, but your instructor is not available to answer emails or provide help after 5 pm. Plan accordingly!
- You will have access to the course to begin work at 12:01 am on Tuesday, January 21<sup>st</sup>. While you might be able to look around the course orientation features earlier, assignments cannot be accessed or turned in until this date.

Jan 20-24 Course Introduction and Navigation

Unit 1: Class introduction. What is anthropology? Read Chapter: 1.

<u>Lecture Material</u>	Due Thursday at 11:59 pm:
Start Here:	Assignment:
Course Introduction and Navigation	Class Questionnaire
ADVICE:	Course Scavenger Hunt
There is a lot of work in the first week to orient you-	Quiz:
Do not wait until the last minute to try to complete!	Syllabus Quiz
	Due Friday at 11:59 pm:
Unit 1:	Assignment:
What makes us human? What is Anthropology?	Mendelian Survey
	Discussion:
	Introductions-Animals Ice-Breaker
	Quiz:
	Quiz 1

Jan 27-31 Unit 2: The Biological Basis of Life. Read Chapter: 2.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
Unit 2:	Discussion:
Explaining DNA, Genes, Inheritance	Mendelian Genetics Discussion
Mendelian Genetics and Beyond	Quiz:
	Quiz 2

Feb 3-7 Unit 3: Topic: The Scientific Method and Anthropology. Read Chapter: 3.

Unit 3:	Due Friday at 11:59 pm:
What is Science? Evolution FAQ	Assignment:
Who was Darwin? Explaining Natural Selection	Film WS: "A War on Science"
	Quiz:
	Quiz 3

Feb 10-14 EXAM 1.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
If you wish (and for extra credit), you can attend Exam 1 Review Activities	
Date, Time, and Room Information in Announcements on Canvas	Online Exam 1

Feb 17-21 Unit 4: Topic: Six Mechanisms of Evolution. Read Chapter: 4.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
Unit 4:	
Population Genetics: Four Natural Mechanisms of Evolution	Big Assignment 1: Evolution
Two Choice Mechanisms of Evolution	Quiz:
	Quiz 4

Feb 24-28 Unit 5: Topic: Primate Taxonomy. Read Chapter: 5.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
Unit 5:	Discussion:
Taxonomy Terms. What makes a Primate?	Big 1 Gallery Comments
Primate Taxonomy	Assignment:
	Film WS: "Life of Mammals Part 1"
	Quiz:
	Verification of Viewing How-To Video
	Quiz 5

Mar 2-6 Unit 6: Topic: Primate Organizations and Behavior. Read Chapter: 5.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
Unit 6:	Assignment:
Primate Social Organizations	Film WS: "Life of Mammals Part 2"
Primate Behavior Case Studies	Big Assignment 2: Primate Wiki Entry
	Quiz:
	Quiz 6
	Midterm Location RSVP

Mar 9-13 Topic: Finish Up/Exam Review, MIDTERM (EXAM 2).

	Due Friday: (11:59 pm):
If you wish (and for extra credit), you can attend Exam 2 Review Activities	Discussion:
Date, Time, and Room Information in Announcements on Canvas	Primate Wiki Comments
	Taken In Person at Proctoring Location, Thurs-Sat
	In-Person Midterm (Exam 2)

Mar 23-27 Unit 7: Topic: Fossilization and Paleo-Primates. Read Chapter: 6.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
Unit 7:	Assignment:
Fossilization Processes	Film WS: "First Primates"
Paleo-Primate Species	Quiz:
	Quiz 7

Mar 30-Apr 3 Unit 8: Topic: Hominina Origins. Read Chapter: 7.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
Unit 8:	Optional Assignment:
Understanding Anatomy, Pre-Australopithecines	Film WS: "Becoming Human Part 1"
Species in the genus Australopithecus	Quiz:
	Quiz 8

Apr 6-10 Unit 9: Topic: Human Ancestors in the Genus Homo. Read Chapter: 8.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
Unit 9:	Optional Assignment:
Species in Early Homo	Film WS: "Becoming Human Part 2"
Species in Late Homo	Quiz:
	Quiz 9

Apr 13-17 Unit 10: Topic: Origin and Dispersal of Modern Humans. Read Chapter: 9.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
Unit 10:	Optional Assignment:
The Great Leap Forward, part 1.	Film WS: "Becoming Human Part 3"
The Great Leap Forward, part 2.	Quiz:
	Quiz 10

Apr 20-24 Topic: Finish Up/Exam Review, EXAM 3.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
If you wish (and for extra credit), you can attend Exam 3 Review Activities	Big Assignment 3: Hominins
Date, Time, and Room Information in Announcements on Canvas	
	Due Sunday at 11:59 pm:
	Online Exam 3

Apr 27- May 1 Unit 11: Topic: Modern Human Variation. Read Chapters: 10 and 11.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
Modern Human Variation/Dispersal	Assignment:
Introduction for Forensic Anthropology	Film WS: "Race The Power of an Illusion Part 1"
	Discussion:
	Learning about Race Discussion
	Quiz:
	Quiz 11: Skin Deep Reading Quiz

May 4-8 Topic: Extra Assignments/Exam Review.

<u>Lecture Material</u>	Due Friday at 11:59 pm:
If you wish (and for extra credit), you can attend Final Exam Review Activities	Extra Credit Submission
Date, Time, and Room Information in Announcements on Canvas	Optional Assignment: Class Evaluation
	Quiz:
	Final Exam Location RSVP
	Quiz 13: Comprehensive Quiz

May 11-15 Topic: Final Exams

	Taken In Person at Proctoring Location, Thurs-Sat
	In-Person Comprehensive Final Exam

## **Syllabus Modifications**

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

## **Instructor's Practices and Procedures**

### **Missed Assignments**

- Even if your computer or internet crashes, you are still responsible for meeting the course deadlines. Each campus has computer labs available for students. Houston Community College is comprised of 6 regions with several campus locations per region. Each campus provides computer labs for education support. Computer labs are generally located at each campus library.
- Every student will get one "Spiderman Pass: Life Happens" extension card. This will allow you to submit any Unit Module up to 24 hours late. You can submit one entire Unit Module (assignments, quiz, etc) within the 24-hour period.
  - While HCC Online may allow you to turn in additional work after the due date, any late work turned in outside of this one-time extension will not be accepted for a grade.
  - Extension cannot be used on Exams or Extra Credit.
- What to do if you miss:
  - A quiz: Three quizzes are automatically dropped.
  - An assignment: Please complete one of the four Optional Assignments.
  - A discussion: One discussion is automatically dropped.
  - A Big Assignment: Complete 5 points of Extra Credit work from the Extra Credit Module.
  - An exam: If you miss an exam, please notify instructor. All make-up exams will be administered through a testing center or proctor during the last week of class. Student must make arrangements with instructor and testing center prior to May 4.

### **Academic Integrity**

Every student is expected to do their own work. Sharing worksheets or assignments is not allowed and will result in a failing grade on the assignment for any students involved. Plagiarism (including no in-text citation) on any paper will result in an automatic failing grade on the paper. Scholastic Dishonesty violations will result in a referral to the Dean of Student Services. See the link below for details about the procedure.

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**

- Per school policy, Start Here and Unit 1 needs to be completed to not be dropped from the course for non-attendance.
- After the date of record (Feb 3) dropping a class is the student's responsibility.
- Student must email instructor to request to be dropped at any point before the deadline.
- Failure to turn-in work will not result in a drop.
- For this Class: Last day for administrative withdrawal is April 6 by 4:30 p.m.

- An Incomplete grade for the semester will only be given in a narrow range of emergent situations and will require documentation of said emergency.

### **Student Conduct**

Adult content, including discussions of sex and reproduction, is part of the course scope. Adult behavior is expected. Disruptive behavior/activities that interfere with teaching and/or learning will not be tolerated and may result in an administrative withdrawal without refund.

### **Instructor's Course-Specific Information**

- If something in the course is missing or not working correctly, please notify your instructor as soon as possible.
  - If something is wrong with your computer or login, your instructor cannot help with basic technological support.
  - HCC Online Tech Support can be found at: <http://www.hccs.edu/online/technical-support/>
- To successfully complete this course, the student must be able to learn the material without the benefit of a lecture and laboratory session. Students are responsible for setting their own study pace for the course, but must comply with due dates for the exams and assignments (see Calendar).
- Just because this course is online and self-paced does not mean it is easier or less time consuming than other classes, but it permits the student flexibility in arranging their study and testing schedule.
- The course may be completed at a faster or slower pace (within limits), depending on your individual schedules and needs.
- Any student who does not complete the assignments by their due dates and times will receive zeros for the assignments, unless they use their one-time Spiderman Pass (see Missed Assignments).
- Any student who uses their Canvas or HCCS account to email the instructor the correct number of humans killed by hippos per year by Wednesday Jan 22 at noon will receive a perfect score on the Syllabus Quiz.
- Any student who receives below a 70% on an exam must meet with the instructor in office hours: virtually, in person, or by appointment; within one week of the exam.

### **Electronic Devices**

As this is an online course, you are expected to have reliable access to the internet and a working computer. If you are having trouble with either of these, please consult HCC Libraries about checking out a computer or to gain internet access to complete your work.

## **Anthropology Program Information**

- ANTH Majors: See the degree plan for an Associate of Arts in Anthropology (Online Option Available): <https://www.hccs.edu/finder/programs/associate-of-arts-in-anthropology---aonline-option/>
- Careers in ANTH: There are 72 Anthropologists employed in the Greater Houston Area. This number is expected to increase by 11.1% over the next four years. The estimated annual job openings is 4 jobs a year. Median Wages - \$31.61 hourly, \$66,000 annually.

- HCC ANTH Student Organization: The Anthropology and Geography Club meets several times a semester. Officer positions are available. Please contact Prof. Zamanian at [ramin.zamanian@hccs.edu](mailto:ramin.zamanian@hccs.edu) for more information and meeting dates.

## 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.

## **Office of Institutional Equity**

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

### **disAbility Services**

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including 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 <http://www.hccs.edu/support-services/disability-services/>

### **Title IX**

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

David Cross  
Director EEO/Compliance  
Office of Institutional Equity & Diversity  
3100 Main  
(713) 718-8271  
Houston, TX 77266-7517 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu)  
<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

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

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



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

### **Department Chair Contact Information**

The Anthropology and Geography department phone number is 713-718-5625. Secretary: Tomi Middleton ([tomi.middleton@hccs.edu](mailto:tomi.middleton@hccs.edu)). Chair: Bryant Evans ([bryant.evans@hccs.edu](mailto:bryant.evans@hccs.edu)).