



**Division of English and Communications  
English Department**

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

**ENGL 2351.0386: Mexican American Literature | Lecture | 17231**

Spring 2021 | 16 Weeks (1.19.2021-5.16.2021)

ONLINE (WW) | 3 Credit Hours | 48 hours per semester

**PART I: INSTRUCTOR CONTACT INFORMATION**

<b>Instructor:</b> Melinda Mejia, PhD	<b>Office Hrs:</b> Mondays from 4-5 pm & Thursdays from 9 to 10 am or by appointment
<b>Office Phone #:</b> 713-718-6230	<b>Office:</b> ALL OFFICE HOURS WILL BE VIRTUAL
<b>Learning Web Page:</b> <a href="http://learning.hccs.edu/faculty/melinda.mejia">http://learning.hccs.edu/faculty/melinda.mejia</a>	<b>Email:</b> <a href="mailto:melinda.mejia@hccs.edu">melinda.mejia@hccs.edu</a> ; use Canvas Inbox

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.

**Instructor's Preferred Method of Contact**

The best way to reach me is by using **Canvas Inbox** on eagleonline. When you use Canvas Inbox, your messages are categorized by course and it is easier for me to address your questions and issues. If you cannot use Canvas Inbox for whatever reason, you may email me directly at [melinda.mejia@hccs.edu](mailto:melinda.mejia@hccs.edu). I will be checking email at least twice a day, Monday through Saturday. Expect a response from me within 24 hours. If I have not responded within the 24-hour window, feel free to email me again.

As an additional option for communication, I will be available for chat or video chat (online office hours; see above). The platform for that will be Kaltura on Canvas. You will have a link provided to you on our course page.

**PART II: GENERAL COURSE INFORMATION**

**What's Exciting About This Course**

The Department of English helps students find and develop their authentic voices, establish political power, and create social capital. We teach critical thinking, close reading, and analysis. We coach students on the rhetoric of messaging with

consideration of purpose and audience. We support them as they craft their own narratives. We turn thoughts into words, ideas into interpretations, ambiguity into translation, and silence into voice.

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

Completion of ENGL 1301. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

### **Learning Management System**

**This section of ENGL 2351 is an ONLINE ANYTIME course (WW). It will be taught entirely online** using [Eagle Online Canvas](#). The recommended browsers to use for this course are [FIREFOX](#) or [CHROME](#). Each week, you will complete several reading and writing assignments, all of which will be found in the Canvas course shell. You are expected to sign in to class to check announcements and complete assignments **at least twice a week**.

This semester, there are three modalities for English courses: *online Anytime* (WW), *online on A Schedule* (WS), and *flexCampus* (FC).

**WW** - The course modality of this class is *online Anytime*.

Faculty will instruct this class as a traditional online course utilizing Canvas Eagle Online.

Attendance will be taken through completion of online assignments.

### **HCC Online Information and Policies**

For policies regarding HCC Online, please click on the link below:

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

### **Scoring Rubrics, Sample Assignments, Other Resources**

Scoring rubrics for assignments, samples of class assignments, and other resources will be provided on our Canvas course page.

## **PART III: INSTRUCTIONAL MATERIALS**

### **Course Books**

**The books required for this course are listed below in the order they will be used. We will be using our first book listed below on the third week of class.** The books should be available to order at the HCC bookstore; they don't usually stock enough, so please **make sure you purchase books immediately**

**after you read this syllabus**, in case your books need to be ordered. Not having the materials available will not be an acceptable excuse for not turning in work, since you are being given ample notice to acquire them.

Keep in mind that HCC bookstore sometimes has a “price-match” offer, so ask before you purchase. Your total for books in this course should be between 40 and 70 dollars depending on whether you rent, buy used, or buy new. You may also try to acquire your books on Amazon, Half Price Books, at any other bookstore or local libraries. Finally, Arte Publico at U of H might also have copies of *George Washington Gomez* and of *The Collected Stories of Maria Cristina Mena* for sale. You can call them at 713-743-2998. If you are going to the bookstore in person, take this list with you to the bookstore, as sometimes they do not have updated lists.

- *The Collected Stories of Maria Cristina Mena* by Maria Cristina Mena (ISBN 9781558852112)
- *George Washington Gomez* by Americo Paredes (ISBN 9781558850125)
- *The Shallow End of Sleep* by Jose A. Rodriguez (ISBN 9781882688418)

**There will be one additional reading that you will have to purchase or check out from the library. That reading will be for your group project. Details forthcoming. Additionally, there will be OTHER readings in the course that I will provide online. The books above ARE NOT the only readings for the course.**

### Other Materials

Other instructional materials for the course, such as articles and videos will be posted on Canvas. You should also have a notebook where you keep notes of lectures and readings and a folder to keep printouts of any materials provided in the course that you may choose to print out. Finally, you must have Microsoft Word (Microsoft Office) to complete some assignments. Microsoft Office is free for HCC students. Click on the link here for instructions on how to download Microsoft Office to your device: [HOW TO DOWNLOAD MICROSOFT OFFICE FOR STUDENTS](#)

## PART IV: OTHER INSTRUCTIONAL RESOURCES

### Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in online and in-person environments. 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>.

## Supplemental Instruction

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

## **PART V: COURSE OVERVIEW FOR ENGL 2351**

ENGL 2351 is a survey of Mexican American/Chicanx literature from Mesoamerica to the present. Students will study literary works of fiction, poetry, drama, essays, and memoirs in relation to their historical, linguistic, political, regional, gendered, and cultural contexts. Texts will be selected from a diverse group of authors, literary movements, and media forms. Topics and themes may include the literary performance of identity and culture, aesthetic mediation of racialization, struggle and protest, and artistic activism. Core curriculum course.

## **Instructor's Course Description**

Mexican American writers have been producing politically and culturally relevant literary work since before the 20<sup>th</sup> century; yet, their inclusion in the Western canon has been minimal. Part of the purpose of this course is to disrupt this pattern by introducing the student to a variety of literary works produced by Mexican American authors that now can be said to constitute part of the Chicanx Literary Canon. For this reason, this course is in many ways a survey course with one of its primary goals being exposure to the works. We will try to read a lot of texts; the texts studied in this class will span multiple forms and genres and multiple periods of recent Mexican American (American) history. As part of our exploration in this course we will attempt to discern why the chosen readings can be considered representative of the Mexican American community and/or experience during a particular time and space. Furthermore, we will examine their continued relevance in contemporary society by looking closely at the political and social issues they address. We will be using concepts such as race, class, gender, and identity to form

guiding questions through which we can approach the texts of this course. We will also be investigating the influence of the Western canon on Mexican American literary production and problematizing the notion of the canon in general. Finally, we will pay close attention to the aesthetic aspects of the literary works assigned. Through these various approaches we will come to a preliminary answer to the following question: Does the value of Mexican American literature lie in its contribution to universal themes, issues, and concerns or does it lie in its particularity?

### **Core Curriculum Objectives (CCOs) for all ENGL Core Courses**

ENGL 2351 satisfies three (3) hours of the communication requirement in the HCCS core curriculum. The HCCS English Discipline Committee has specified that the course address the following core objectives:

- **Critical Thinking:** Students will demonstrate creative thinking, innovation, inquiry, analysis, evaluation and synthesis of information.
- **Communication:** Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication.
- **Personal Responsibility:** Students will demonstrate the ability to connect choices, actions, and consequences to ethical decision-making.
- **Social Responsibility:** Students will demonstrate intercultural competency, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

### **Program Student Learning Outcomes (PSLOs) for all ENGL courses**

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

### **Course Student Learning Outcomes (CSLOs) for ENGL 2351**

Upon successful completion of ENGL 2351, the student will be able to:

- Identify key ideas, representative authors and works, significant historical or cultural events, and characteristic perspectives or attitudes expressed in the literature of different periods or regions.
- Analyze literary works as expressions of individual or communal values within the social, political, cultural, or religious contexts of different literary periods.
- Demonstrate knowledge of the development of characteristic forms or styles of expression during different historical periods or in different regions.
- Articulate the aesthetic principles that guide the scope and variety of works in the arts and humanities.
- Write research-based critical papers about the assigned readings in clear and grammatically correct prose, using various critical approaches to literature.

## PART VI: STUDENT SUCCESS IN ENGL 2351

As with any three-hour course, expect to spend **at least six to nine hours per week** completing readings and assignments and studying the material. This constitutes what *would have been* in-class meeting time in an in-person class plus preparation at home. Additional time will be required for written assignments. Successful completion of this course requires a combination of completing assignments and activities on Canvas, reading the books, being engaged in the course forums, and asking questions of me when necessary. There is no short cut for success in this course; to succeed you must complete your readings and engage with the course materials and assignments in a careful, dedicated, and serious manner.

### Instructor and Student Responsibilities

#### **As your Instructor, it is my responsibility to:**

- Provide the grading scale and detailed grading formula explaining how student grades are to be calculated
- Facilitate an effective learning environment through class activities, discussions, and lectures
- Provide a description of any assignments
- Inform students of policies
- Provide the course outline and class calendar that will include a description of assignments
- Arrange to meet with individual students as required

#### **As a student, it is your responsibility to:**

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

## PART VII: GRADE BREAKDOWN & ASSIGNMENTS

### Grade Breakdown

Quizzes & Forums	30%
Midterm Exam	24%
Group Project	13%
Creative Responses	13%
Final Course Portfolio	20%

## Writing Requirement

As a requirement for ENGL courses, students will write a minimum of 4,000 words over the course of the semester. For this course the writing requirement will be met by completing the forums, course portfolio, and the essay/writing portions of the other assignments for the course.

### Quizzes

There will be quizzes for most of the readings assigned in this class. There may also be quizzes on some of the power points and lectures. The quizzes are made up of 5 to 10 multiple-choice or short answer questions that are meant to confirm that you have read the material or listened to a lecture. They are not meant to be difficult but are simple information recall quizzes. Once in a while, you might have a more involved question, but mostly I assign quizzes to motivate you to read the material and generate easy points. Quizzes are timed. Generally, your quiz average is a reliable measure of your overall class performance. **Quizzes are not accepted late.** Quizzes are part of the Quizzes & Forums grade above.

### Reading Response Forum

Reading Responses will require a higher level of engagement with the readings than the quizzes do. You will be asked to answer specific questions and to discuss the readings in a thoughtful way. Beyond showing that you have read the materials, these assignments will require you to show that you are processing, interpreting, and/or analyzing the readings as well. While these responses are not meant to be "essays," usually you will be asked to respond in at least 250 – 300 words. Sometimes you will have one specific question to tackle; sometimes you will have two to three questions to respond to; and sometimes you will be asked to pick your own passages from the readings to discuss. Instructions will be given online in the assignment submission link. Reading Responses will be assigned as Forums and will be visible to the other class members. Meaningful discussion between you and your peers will be encouraged and sometimes required. You will have 4 to 6 of these assignments. **Reading responses are not accepted late.** These assignments are part of the Quizzes & Forums grade.

### Other Forums

I am considering adding a couple of forums for just checking in with each other. If I decide to do so, there will be instructions on Canvas. These will be part of the Quizzes & Forums grade.

### Course Portfolio

The course portfolio will be made up of 1 short analysis paper (800 words); three reviews of literary criticism articles that you are to find in our library databases (500 words each); one cover letter (250 words); and a list of resources. Further instructions will be provided on Canvas. This assignment will require you to search for and read articles that give literary interpretations and criticism on the stories, novels, plays and poems covered in the course. You will be taught how to search for these articles. After reading the articles, you will be

asked to write a review of them. Detailed instructions for all portions of this portfolio will be provided on Canvas. A late policy for this assignment will be provided in the instructions.

### Creative Responses

You will be required to complete three creative responses to the readings in the course. Detailed instructions will be provided on Canvas. **No late responses for this portion of the grade will be accepted.**

### Midterm Exam

There will be one exam in this course. The exam will consist of multiple-choice questions, matching quotes, and short essay questions. The exam will be timed and will be administered online. A review sheet will be provided, online, at least six days before the exam. You should not wait until the review sheet is provided to begin studying for the exam. Check the schedule for exam dates. Exams can only be made up if proper documentation of an emergency is provided.

**\*\*For due dates for all our coursework see our course schedule and the course calendar on Canvas.**

### PART VIII: HCC GRADING SCALE

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

*All grade points listed in the table above are per semester hour.*

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

### Grade Point Average (GPA)

Grade points earned for each course are determined by multiplying the number of points for each grade by the number of semester hours the course carries.

To compute a student's grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades "IP", "W", "AUD", "COM", and "I" do not affect the student's GPA.

### Incomplete Policy

An incomplete grade for this course (I) will only be granted after an online virtual conference with the professor and only in instances of legitimate emergencies. In order to receive an incomplete, you must be passing the course with a C or better and have no more than 2 assignments missing. When you receive an incomplete, you must complete the coursework within six months of the original end date of the course. If an "Incomplete" is not completed within the 6 month period, your grade defaults to an F.

## PART IX: ABBREVIATED & TENTATIVE COURSE CALENDAR

- Week 1 – Introduction to the course; background information, some history, impt terms
- Week 2 – "I am Joaquin" by Rodolfo Corky Gonzales, Epic Poetry and Corridos
- Week 3 – Mexico in Translation, Maria Cristina Mena and the Short Story
- Week 4 – *The Collected Stories of Maria Cristina Mena* continued
- Week 5 – Mexican Americans, Identity, and Education *George Washington Gomez*
- Week 6 - *George Washington Gomez* continued
- Week 7 – The Criminalization of Mexican Americans - *Zoot Suit* by Luis Valdez
- Week 8 - **MIDTERM EXAM**
- Week 9 – The 60s and the New Mexican American (Chicano Movement)
- Week 10 – Magical Realism or Something Like it in Chicanx Literature, Estela Trambley
- Week 11 – Women in Chicanx Literature, *Borderlands*
- Week 12 – Queer Aztlan in Chicanx Literature - *The Hungry Woman* by Cherrie Moraga
- Week 13 – Intersections in Mexican American Poetry – *The Shallow End of Sleep*
- Week 14 – Group projects
- Week 15 – Group projects; wrapping up the course
- Week 16 – **FINAL COURSE PORTFOLIO**

*\*Not all readings and assignments are detailed above. Shorter readings are not included here. A detailed schedule for you to follow will be provided when the course begins. This is only an abbreviated and tentative schedule. Please note that this class has a medium to heavy reading load. However, most of my students are successful!*

## PART X: SYLLABUS MODIFICATIONS

I reserve the right to modify the syllabus and schedule at any time during the semester and will promptly notify students in writing, typically in the announcement page of our Canvas and over an email, about any changes to the syllabus.

## PART XI: INSTRUCTOR'S PRACTICES & PROCEDURES

### Late Policy on Assignments & Dropped Assignments

Refer to the schedule/calendar provided to see due dates for the assignments in this course. **Quizzes, Reading Response Forums and other Forums, and Creative Responses are NOT ACCEPTED LATE.** There are no exceptions to this rule regardless of the reason or excuse for missing a deadline. That is, even if you have a good reason for missing the deadline, an exception will not be made. **To account for emergencies and/or other legitimate issues that may arise, your TWO lowest quizzes/forums grades will be dropped.** This way you don't have to ask for exceptions to be made for you if you miss a deadline. Asking for an exception to be made for you, may result in you forfeiting your privilege of dropping your two lowest grades from this category. Note that even if you are running behind on a couple of minor assignments in this course, you should be okay. That is the purpose of this DROPPED ASSIGNMENTS rule -- to help you succeed even in the case of an emergency and even though I don't accept late work for the above mentioned categories of assignments.

Exams have to be completed by their deadline. An exam that is submitted 5 to 10 minutes late will receive a 10-point penalty. **An exam that is submitted more than 10 minutes late will not be graded.** You must make sure you have access to reliable internet when taking the exam, so that you are not accidentally signed-out while you are taking it. This will lock you out of the exam since you are only allowed one try per exam.

If an emergency keeps you from completing the exam by the deadline, you must communicate with me as soon as possible. Documentation of a legitimate emergency may be requested in order for you to be allowed to make-up the exam. It is up to the instructor to determine whether the emergency is legitimate or not. Furthermore, if you miss the exam deadline you must contact me within 24 hours in order for me to even consider allowing a make-up. This of course does not apply if your emergency is one that disables you from being in contact this soon. If an emergency arises, please use your best judgement and act professionally and responsibly.

The Course Portfolio, will have its own late policy detailed in the instruction sheet that will be provided for it on our Canvas course page.

### Academic Integrity

In this course, you are expected to conduct yourself with integrity and honesty. Your assignments should be completed by you and research should only be referenced when

required and should be cited if used in the work you submitted. Plagiarism is a serious offense. According to the Student Handbook for the Houston Community College System, scholastic dishonesty includes cheating on a test, plagiarism, and collusion and is punishable by a grade of 0 or F on the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College. Plagiarism includes using another person's words or ideas as your own and/or incorporating them into your own work without quotation marks (if using exact phrasing) or appropriate and correct acknowledgement. Collusion includes any "unauthorized collaboration" with your classmates or any other students— present or past—in the composition of work that you claim as your own.

Plagiarism, collusion, or cheating of any sort will result, at a minimum, in a grade of 0 for the assignment, NO DISCUSSION. You will not be allowed to rewrite, revise, or resubmit ANY plagiarized assignments (responses, quizzes, tests, or papers). Please note also that "accidental" plagiarism or collusion will result in the same penalty. **A second instance of plagiarism or cheating in this course will result in an F for the course. When any plagiarism is caught, it is never up for discussion. You get an F, no questions asked, no explanations necessary. Further disciplinary action may be taken by instructor and scholastic dishonesty may result in a referral to the Dean of Student Services.** If you are still not sure what constitutes plagiarism, it is your responsibility to contact the instructor or inform yourself. There will also be a short lesson on plagiarism incorporated into the course in the first week. You are expected to be familiar with HCC's policy on Academic Honesty found in the catalogue. What that means is that if you are charged with an offense, pleading ignorance of the rules will not help you. You can read more about Academic Integrity and Scholastic Dishonesty in the Student Handbook (page 82) found at the link below:

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

### **Attendance Procedures**

As stated in the HCC catalog, all students are expected to attend classes regularly. Students in ONLINE courses must log into their Eagle Online class weekly and actively participate or they will be counted as absent. (Because this is a summer course, you really will need to be signing in at least three times a week). Signing in alone will not count as attendance. Active participation and completion of assignments is required. Although it is the responsibility of the student to withdraw officially from a course when necessary, the professor also has the authority to block a student from accessing Eagle Online, and/or to withdraw a student for excessive absences or failure to participate regularly.

**\*\*\*IMPORTANT\*\*\**Students who miss more than 3 assignments in a row may be dropped from the course for excessive absences. However, do not rely on this; if you desire to be dropped before the WITHDRAWAL date, which is Tuesday, April 6, please contact the instructor at least three days before the deadline. You may also withdraw yourself from the course using your student HCC portal. Students who have not signed in and completed at least one assignment by the official day of record, which is February 1, will be dropped for noncompliance with the***

**attendance policy. Completing the DE online orientation does not count as attendance.**

## Student Conduct

The classes you take at HCC are not only beginning points for your academic career; they also prepare you for your professional life, whatever that may be in the future. As such, your HCC classes are opportunities for you to polish your professional persona. Respectful, responsible, and professional engagement is a must in this course. The following are some detailed guidelines for student conduct that you are expected to abide by and that foster professionalization and success in this course:

- Acquire all materials necessary for the course in a timely manner.
- Complete all reading assignments for the course; approach the readings with curiosity and seriousness. Annotating readings is one way to engage fruitfully with the coursework of this class.
- Be prepared to engage with the readings; you will be expected to be able to recall some information as well as discuss ideas presented in the readings.
- Actively participate in discussion forums and group work. Discussion forums and group assignments give us an opportunity to share our thoughts with our peers and to practice discussion and collaboration as a form of learning.
- Ask questions, respectfully, of your colleagues or of me when clarification is needed.
- When engaging in any discussion or interaction with your peers or the professor, be respectful and open-minded. Expect to engage with ideas, beliefs, and worldviews that are not your own.
- Do not present opinions as facts but do argue for your opinion WITH facts and/or other forms of reasoning. That is, your opinion is something that may be valid and valuable, but you should be ready to back it up with legitimate facts, sources, or rational thinking. • Work hard for the grade you desire.
- Seek help from professor, peers, or tutors if you are struggling in the course.
- Abide by course policies.

## Forums and Other Engagement with Peers

In this course we might be exposed to material that is new to us and that will cause us to ask questions and voice particular experiences and opinions in order to try to understand the material. Treat the topics, reading materials, and discussions as subjects of study rather than as attacks on your personal views or beliefs. But certainly, do speak up when you have something relevant to contribute even if it differs from someone's opinion. A diversity of voices is important in the process of learning. While everyone might be entitled to an opinion, not all opinions are equal; furthermore, **voicing opinions that are clearly racist, bigoted, misogynist, homophobic, transphobic, or mean-spirited is in no way permitted in my classroom.** I encourage you to ask questions, explore problems, and be open-minded and I trust that you know the difference between critical thinking and purposely inflammatory discussion. If you are unsure, preface your comment or question by saying that you are unsure.

## Group Work

Part of the work you do for this class will be in groups. During group work you are expected to act responsibly and respectfully. Your individual participation in groups will be evaluated in multiple ways including content contribution, preparedness, and communication with other group members. Remember that the success of your peers, in part, depends on your contribution.

## Disruptive Behavior

Although I have had no experiences of disruptive behavior in online courses, I do reserve the right to withdraw you from my course if you engage in disruptive behavior.

## Note on Course Content

Many of the materials used in a variety of college courses are meant to cover or express a broad range of human experience; so is the case with works of art (literature included) and with works in history, sociology, psychology, etc. Therefore, the content of this course may include topics that are difficult for some people to confront or discuss; these may include but are not limited to rape, abuse, death, violence, war, and racism. Furthermore, we will deal with sensitive material about controversial topics and we may encounter adult content. If you foresee this getting in the way of your successful completion of the course, you must email me as soon as possible and before any problems arise. You may also consider taking another course. However, I want to stress that I am careful with the materials I choose, and I am committed to my students. So, I do not choose material that is irresponsibly or gratuitously violent.

## PART XII: HCC POLICIES

Here's the link to the HCC Student Handbook

<http://www.hccs.edu/resourcesfor/currentstudents/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
- Ability 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

## 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.

### **PART XIII: EGLS3**

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. EGLS<sup>3</sup> surveys are not offered during the Summer semester due to logistical constraints.

### **PART XIV: OTHER IMPORTANT INFORMATION**

<http://www.hccs.edu/departments/institutional-equity/>

#### **Ability Services**

<https://www.hccs.edu/support-services/ability-services/>

#### **Title IX**

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

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

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

#### **Department Chair Contact Information**

Dr. Alan Ainsworth, [alan.ainsworth@hccs.edu](mailto:alan.ainsworth@hccs.edu), 713.718.7591