



# Introduction to Sociology-13289

## SOCI-1301

F8B 2021 Section 0037 3 Credits 10/18/2021 to 12/12/2021 Modified 10/19/2021

### Course Meetings

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This particular section of SOCI 1301 is totally online class. That means all homework, assignments and exams are done online in our Canvas class, with due dates.

You are expected to enter the online class (Canvas), everyday, Monday-Friday.

### Welcome and Instructor Information

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**Instructor: Professor Portia Tinnermon**  
Clinical Sociologist, M.A.

**Instructor's Preferred Method of Contact: Canvas Email**

Please send all emails via Canvas. It is located on the left hand side of the course menu in Canvas that states "Inbox".

I am unable to accept and/or respond to personal emails and/or emails sent from HCC email.

I will respond to emails within 24 -48 hours Monday through Thursday until 9:00 PM. Any emails sent after 9:00 PM, will be responded to the next morning.

On Fridays, I respond to emails up to 11:00 AM.

I will reply to weekend messages on Monday mornings.

#### **MY PERSONAL WELCOME TO YOU:**

I am delighted to have each and every one of you in this class! My passion is teaching sociology!

As you know, many changes are occurring in the twenty-first century and by taking sociology, this class will help you gain a better understanding of yourself and the social world in which we now live.

I will present concepts, current events and sociological issues in the most clear, concise and exciting manner that I can!

It is important that we communicate with each other often via the daily class announcements I will post and Canvas email. When you have questions, always feel free to ask me!

My goal is for you to become knowledgeable about sociology, have a positive online learning experience, succeed in our class with a high grade(that you are willing to work toward) and to help you reach your greatest potential during this semester!

## What Is Exciting About Sociology?

Sociology is one of the most exciting classes you will ever take! Sociology is the scientific study of social behavior and human groups. It is a unique field of study and broad in scope. The subject of sociology is everywhere and it impacts every part of our lives -- our relationships, our families, our health, our communities, economics, race, gender, immigration, politics, terrorism, the criminal justice system, and even global issues!

Sociology enables us to see how the groups to which we belong and the society in which we live, largely shape behavior. Our culture tends to emphasize individualism, but sociology pushes us to consider more complex connections between our personal lives and the larger society. The heart of sociology is its concern with the complexities and subtleties of human social life. It is an important and relevant discipline to students in virtually every major and at every level of education.

My hope is that you will love this class and that sociology will broaden your understanding of yourself, the groups you are a part and our interconnectedness to the society in which we all live.

## Office Hours

Tuesday, Thursday, 1:00 AM to 2:30 AM

If you have questions, concerns or would just like to chat with me about the class, I will be available via Canvas during the above times.

I am also available by appointment via Canvas, telephone (email me your number) and I will call you and/or virtually, via Media Gallery.

I will post daily announcements that you are to read everyday and every time you enter our class. These announcements will ensure that you know when assignments are posted, due dates, reminders and important information you need to know.

My goal is that we stay connected, so you know what is expected of you and that you never feel lost in our class.

### Student Success & Responsibilities:

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the text and course materials. Read the E-Book, take notes and carve out time study the course content.

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content.

Communicate with me as often as you feel you need to. I am here to help you learn about the "wonderful world of sociology" and I have structured the class for you to succeed!

Check and read the announcements every day and every time you enter our class. The messages, reminders, and important information I post, will keep you on task!

Read this syllabus carefully and thoroughly so you know all that is required of you

Complete assignments on time. Submit assignments before the due date, so you do not have to rushed and/or feel overwhelmed.

If you think you cannot meet deadlines, email me via Canvas BEFORE they are due, not AFTER they are due!

When you have questions, always feel free to email me so that I can help and assist you.

Know the dates of exams and take them when they are posted.

Be respectful of your professor and classmates during any/all communication, whether it is virtual, in person and/or all online communication.

Study hard, work hard, become, be disciplined so that you take "ownership" of the grade that "YOU" are willing to work toward -- which I trust and hope is a "90" or better!

#### Instructor's Responsibilities:

I will facilitate your learning and ensure that you know everything that is expected of you in our class by posting daily announcements. Please get into the habit of reading the announcements everyday because they will keep you up-to-date on messages, reminders, etc., and important information you need to know.

If you have any questions, always feel free to email me via Canvas. Please remember, any/all emails should be sent via Canvas. It is located on the left side of the menu, in Canvas, stated "Inbox". In addition, I am always available by appointment via telephone, virtual meetings via Media Gallery and always via Canvas email.

I respond to to ALL emails within 24-48 hours.

Assignments will include rubrics and will be graded within a reasonable amount of time after the assignment has closed.

I will always listen, be respectful to each and every student in my class and do everything in my power to teach you all that sociology involves!

My goal is that you will learn to love sociology, to see why sociology matters and to be successful in our class!

## Course Overview

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A survey course which focuses on the nature of human groups in American and world societies, their social and cultural adaptations, and the impact which various social processes may have on their social organization and social change. Core Curriculum course.

#### Requisites

SOCI 1301 requires college-level reading and writing skills. Research indicates that you are most likely to succeed if you have already taken and passed ENGL 1301. The minimum requirements for enrollment in SOCI 1301 include placement in college-level reading (or take INRW 0420 or ESOL 0360 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](#).

## Department Website

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

## Core Curriculum Objectives (CCOs)

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SOCI 1301 satisfies the social science requirement in the HCCS core curriculum. The HCCS Sociology Discipline 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 by completing a written assignment such as a book report, research paper, or essay.
- **Communication Skills:** Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication by completing a written assignment such as a book report, research paper, or essay.
- **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 by completing textbook reading assignments, completing

assignments, and answering questions on quizzes and exams t

- **Social Responsibility.** Students will demonstrate cultural self-awareness, intercultural competency, civil knowledge, and the ability to engage effectively in regional, national, and global communities by completing textbook reading assignments, completing assignments, and answering questions on quizzes and exams

## Student Learning Outcomes and Objectives

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### Program Student Learning Outcomes (PSLO)

1. Explain the theoretical, historical and applied nature of the discipline.
2. Distinguish the fundamental quantitative and qualitative techniques in the study of human group behavior.
3. Apply sociological and theoretical perspectives to the study of human group behavior.
4. Evaluate our socially and culturally diverse society and world.
5. Develop skills in using computers and the Internet for research.

### Course Student Learning Outcomes (CSLOs)

1. Compare and contrast the basic theoretical perspectives of sociology.
2. Identify the various methodological approaches to the collection and analysis of data in sociology.
3. Describe key concepts in sociology.
4. Describe the empirical findings of various subfields of sociology.
5. Explain the complex links between individual experiences and broader institutional forces.

## Departmental Practices and Procedures

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### Department Specific Instructor and Student Responsibilities

Add Content Here

### Program-Specific Student Success Information

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## Instructional Materials and Resources

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**Required Textbook Title: Sociology in Modules, 5th Edition**

**Author: Richard T. Schaefer**

**Publisher: McGraw-Hill**

**Do NOT purchase this book.**

This class is a tagged class. That means your E-Book and access code will be available to you upon entering the class and has been paid in your Departmental fee.

There is no link for Connect; you must register within our class in Canvas.

I will make registration available on Day 2 of class.

There will be a link for you to opt out of the departmental fee, if you wish to. However, you are still responsible for the above materials IF you decide to opt out.

### Unit Activities/Assignments

I have structured chapters by Units. There are 4 units. There will be 3-4 chapters for each unit.

For each chapter, there will be 1-3 Connect assignments.

Unit assignments will include a combination of the following:

a video introduction to your classmates, a power point presentation, two-part discussions and /or a mini-assignment.

At the end of each unit, there will be an exam.

A chart with due dates and assignment dates will be provided when you enter the class. All assignments will include a rubric and will be graded within a reasonable amount of time after the assignment closes.

Unit 1 - Chapters 1, 2 3

Unit 2 - Chapters 4, 5, 6

Unit 3 - Chapters 7, 8, 10 11

Unit 4 - Chapters 13, 14 18 -

\*The Unit Exam is NOT comprehensive. It will cover Chapters 13, 14, 18 & 1.

## ✓ Course Requirements

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### Assignments, Exams, and Activities

Type	Weight	Topic	Notes
Unit Assignments	35		Unit assignments will include a combination of the following: a video introduction to your classmates, power point presentation, 2-part discussions and mini assignments. They will coincide with chapters covered and current events.
Exams/Quizzes	50		There will be 4 exams.  They will mainly consist of multiple choice questions, along with a few fill-in-the blank and short answer questions.
Connect Activities	15		Publisher's Activities from the chapter to help you comprehend content, and do well on exams.
Extra Credit			Extra Credit – There will be 3 Icebreaker Assignments/Discussions.  Each one will be worth up 10 (ten) points toward each exam, NOT toward the final exam.  Excess points can NOT be used toward any discussion or assignment or toward a second exam.

## \* Instructor's Practices and Procedures

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### 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.

If you determine that you are having issues with completing assignments and exams, please contact me via Canvas, BEFORE it becomes an issue. Do NOT wait until AFTER due dates to contact me.

## Missed Assignments/Make-Up Policy

This is NOT a self-paced class. You are expected to complete assignments when they are due.

My goal is that you become empowered with knowledge about sociology and for you to be successful in our class!

If you see that you are going to be late for an assignment, please communicate with me often, via Canvas email, BEFORE assignments are due, not AFTER they are due. By staying connected with me, I will know what your issues are and we can resolve them before you get behind in your work.

You can take ONE missed exam; however it will include a 10% penalty. A make-up exam is not a re-test.

I will always post an announcement when an assignment is posted, along with reminders about due dates and important information you need to know. Therefore, please get into the habit of reading the announcements everyday and every single time you enter our class.

## Academic Integrity

All work that you do in this class must be your own work. Any type of Scholastic Dishonesty (cheating, plagiarism, collusion, ghost writers/ submitting work that you did not do), will result in a referral to the Dean of Student Services which may include consequences of being expelled from the class and/or college.

You are here to learn. Therefore, please do not take part in any of the above.

"If you are willing to do your own work, you WILL learn, thrive and be successful".

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

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

## Attendance Procedures

This is an online class. You are expected to enter the class on Day 1 of class and complete assignments and quizzes, when they are due.

If you miss an exam and/or an assignment, you must contact me via Canvas immediately, so you will not be dropped from the class.

Any exams that are missed, you must contact me within 24 hours via Canvas.

In addition, please get into the habit of checking and reading the announcements for reminders and important information you need to know.

## Student Conduct

In sociology, we discuss issues that are very controversial, such as race, gender, deviance, inequality, the criminal justice system, etc.

You are expected to be discipline and treat your classmates and your professor with respect and dignity during discussions and any/all online communication. There must never be cursing or disrespect in any form of online communication.

Please treat your classmates and your professor in the same respectful way you want to be treated.

Any disruption of any kind will result in your referred to the Dean of Student Services and possibly being locked out of the class.

## Instructor's Course-Specific Information

Add Content Here

## Faculty Statement about Student Success

## Faculty-Specific Information Regarding Canvas

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

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

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

## Social Justice Statement

Houston Community College is committed to furthering the cause of social justice in our community and beyond. HCC does not discriminate on the basis of race, color, religion, sex, gender identity and expression, national origin, age, disability, sexual orientation, or veteran status.

I fully support that commitment and, as such, will work to maintain a positive learning environment based upon open communication, mutual respect, and non-discrimination. In this course, we share in the creation and maintenance of a positive and safe learning environment. Part of this process includes acknowledging and embracing the differences among us in order to establish and reinforce that each one of us matters.

I appreciate your suggestions about how to best maintain this environment of respect. If you experience any type of discrimination, please contact me and/or the Office of Institutional Equity at 713-718-8271.

## HCC Policies and Information

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### HCC Grading System

HCC uses the following standard grading system:

Grade	Grade Interpretation	Grade Points
A	Excellent (90-100)	4
B	Good (80-89)	3
C	Fair (70-79)	2
D	Passing (60-69), except in developmental courses.	1
F	Failing (59 and below)	0

Grade	Grade Interpretation	Grade Points
FX	Failing due to non-attendance	0
W	Withdrawn	0
I	Incomplete	0
AUD	Audit	0
IP	In Progress. Given only in certain developmental courses. A student must re-enroll to receive credit.	0
COM	Completed. Given in non-credit and continuing education courses.	0

## Link to Policies in Student Handbook

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

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

## Link to HCC Academic Integrity Statement

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

## Campus Carry Link

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

<https://www.hccs.edu/departments/police/campus-carry/> (<https://www.hccs.edu/departments/police/campus-carry/>)



## HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go to [HCC Eagle ID \(https://www.hccs.edu/resources-for/current-students/student-e-maileagle-id/\)](https://www.hccs.edu/resources-for/current-students/student-e-maileagle-id/) and activate it now. You may also use Canvas Inbox to communicate.

## Office of Institutional Equity

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

### Ability Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <https://www.hccs.edu/support-services/ability-services/> (<https://www.hccs.edu/support-services/ability-services/>)

### Title IX

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

David Cross  
Director EEO/Compliance  
Office of Institutional Equity & Diversity  
3100 Main  
(713) 718-8271  
Houston, TX 77266-7517 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu) (<mailto:Institutional.Equity@hccs.edu>)

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

### Office of the Dean of Students

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

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

## Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Completing assignments

- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as a guide.

## Canvas Learning Management System

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

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

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

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

## HCC Online Information and Policies

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

## Scoring Rubrics, Sample Assignments, etc.

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

## Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students during office hours, and before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies in the [HCCS Student Handbook](https://www.hccs.edu/resources-for/current-students/student-handbook/) (<https://www.hccs.edu/resources-for/current-students/student-handbook/>)

## Sensitive or Mature Course Content

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

## EGLS3

The EGLS<sup>3</sup> ([Evaluation for Greater Learning Student Survey System](https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/) (<https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>)) will be available for most courses near the end of the term until finals start. This brief survey will give

invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. 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.

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

## Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

## Student Resources

### Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services \(https://www.hccs.edu/resources-for/current-students/tutoring/\)](https://www.hccs.edu/resources-for/current-students/tutoring/) website for services provided.

### Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <https://library.hccs.edu> (<https://library.hccs.edu>).

### Supplementary Instruction

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

### Resources for Students:

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

### Basic Needs Resources:

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

### Student Basic Needs Application:

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

## COVID-19

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

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

## Instructional Modalities

## **In-Person (P)**

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

## **Online on a Schedule (WS)**

Fully online course with virtual meetings at scheduled dates and times

## **Online Anytime (WW)**

Traditional online course without scheduled meetings

## **Hybrid (H)**

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

## **Hybrid Lab (HL)**

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

## **Course Calendar**

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### **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.

## **Additional Information**

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### **Departmental/Program Information**

Add Content Here

### **Process for Expressing Concerns about the Course**

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