



WACO, TEXAS

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**COURSE SYLLABUS**

**AND**

**INSTRUCTOR PLAN**

**PHYSICAL GEOLOGY – GEOL 1403.O080**

**(LECTURE & LAB)**

**DR. ELAINE K. FAGNER, P.G.**

**NOTE: This is a 16-week course.**

**NOTE: This is an Online course.**

**NOTE: This course utilizes Supplemental Instruction (SI).**

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## **\*\*\*The Instructor Plan\*\*\***

The Instructor (IP) Plan is a binding contract between a student and the instructor/professor for the duration of this semester in Physical Geology. It is the responsibility of each student to be familiar with its contents and to follow the IP standards for the duration of the semester.

### **Course Description:**

#### **GEOL-1403 Physical Geology (4 Credits)**

Introduction to the study of the materials and processes that have modified and shaped the surface and interior of Earth over time. These processes are described by theories based on experimental data and geologic data gathered from field observations. Laboratory activities will cover methods used to collect and analyze earth science data. Semester Hours 4 (3 lec/3 lab)

### **Prerequisites and/or Corequisites:** None

### **Instructor Information:**

Instructor/Professor's Name: Dr. Elaine Fagner, P.G.

MCC Email: [efagner@mclennan.edu](mailto:efagner@mclennan.edu)

Office Phone Number: 254-299-8442; Cell/Text Number: 254-853-0097

Office Location: Science Building, Room 222

Office/Conference Hours:

- Tuesday (virtual via Zoom or other virtual means): 1:00 pm – 3:45 pm CST
- Wednesday (in-person in Science 222): 9:00 am – 10:45 am CST
- Other meeting times outside of these hours should be made by advance appointment.

**Other Office Hours Information:** If the instructor needs to adjust her designated office hours for a specific week, a Brightspace announcement will be posted with this change. She has both in-person and virtual office hours each week.

**In-person Office Hours:** The instructor should be accessible in Science 222 or 235. Please let me know you are coming because I want to block out time for you.

- If I do have an appointment with another student and you come in, please wait patiently on the chairs around the corner in the common area and wait for me to come get you.
- If you have time constraints, email me while you are sitting out there and request another time slot with several options for me to select.

**Virtual Office Hours Zoom Link:** Please click this URL to start or join Dr. Fagner's virtual office hours by selecting the following link: <https://mclennan.zoom.us/j/2542998442>. You will likely be placed into a waiting room. If you are still waiting for more than 5 minutes once you enter the waiting room and we


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have a scheduled appointment, text and email me to see what is going on. If you are a drop-in to virtual office hours, please note that I will get to you as soon as my previous appointment has concluded.

### \*\*\*Instructor Note about Contacting Your Instructor/Professor\*\*\*

The instructor's preferred means of email contact is **efagner@mclennan.edu** and by **text at 254.853.0097**. As your professor/instructor, I care about you and your correspondence about this course. To make sure your important inquiry is received, your correspondence is required to include the following information:

1. Make sure you include your class name (**Physical Geology**) and course number in the subject line of the email.
2. Write your email using formal English only (as if to the president of the company where you work).
3. Send all emails **using your MCC student email address** – external email addresses may be caught by the spam filter.
4. Include your cell phone number where the instructor can reach you to discuss the inquiry and include specific details about the nature of their question and what action or resolution they want to accomplish.
5. If the instructor asked for a specific action item or answer from you, provide an informative answer to that inquiry.
6. Attach documentation such as a screenshot or other information that will help the instructor assist them in a more productive manner. If documents are attached, use a PDF format or Microsoft Office formats (doc, docx, xls,xlsx, ppt, and pptx). **Course assignments will not be accepted by email unless specifically requested by the instructor.**
7.  Follow up with a voice message, text, and second email within 48-hours if a response is not received. Be proactive in getting answers to your questions or concerns.

 My goal is to be available to you to address any of your needs and questions pertaining to this course. I may not respond to your email or text messages between Friday and Sunday, because this is when I take my weekend break from work. I may not respond to email, phone, or text messages received at 9:00 pm CST on a regular class day. Generally, I try to check my messages at least once per day during the week; but the weekend responses are sporadic. Emails sent by students after 9:00 pm on Monday - Thursday may be responded to on the next class day. Allow for 24-hour turnaround for a reply to your email during week days, and 48-hrs on weekends.

### **Required Text & Materials:**

Title: Practical Geology, 3<sup>rd</sup> Edition (2023) **and** Spring 2024 Rock Kit (MCC Bookstore)

Author: Fagner & Turner

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Publisher: Tophat; ISBN: 978-1-77494-962-7

**Inclusive Access Information:** The course textbook and rock kit are paid for through the Inclusive Access program when you registered for the class. However, you will need to physically go pick them up or contact the Bookstore to have them shipped to you. You can opt out of Inclusive Access by following the Bookstore's directions provided on their website. Students are required to have their course materials by the end of Week 1 of the semester.

**MCC Bookstore Website:** <http://www.mclennan.edu/bookstore/>

## **Course Notes and Instructor Recommendations:**

The following instructor recommendations are required to be used by each student in this course:

1. Students are **required to meet the minimum computer system standards**, utilize a reliable internet connection, and engage with Brightspace on a weekly basis for this course. All of the course lecture and lab content within is accessible within Brightspace except designated course materials like books.
2. Students are **required to download the schedule** from this Instructor Plan and reference it all semester. **If a due date or time in Brightspace inadvertently does not match the Course Instructor Plan, the date in the Course Instructor Plain supersedes dates posted in Brightspace.**
3. Students are **required to activate their Brightspace Notification feature** for this course so they are aware of when announcements are made, grades are posted, and/or assignments are due.
4. Students are **required to activate their MCC student email** and check it on no later than Monday and Thursday nights each week of the semester. Students are required to read the Instructors emails to the class and ones sent individually to them by the instructor.
5. Students are required to **submit typed or legible written assignments in a PDF format to Brightspace**.
  - a. To do this, go to "File" and select "save type as" and then select "PDF" in the drop-down menu. PDF documents can be opened in any application. Any other file types cannot be opened by the instructor and will not be accepted.
  - b. The instructor only accepts assignments submitted to Brightspace, not via email or other digital venues unless with prior written approval.
6. Students are required to access PDF files and YouTube videos on a routine bases and have the computer capabilities to view these documents and save their assignments.
7. All major course exams are administered using the Respondus Monitor (LockDown browser), which is free for students to download within Brightspace. This software requires the use of a functioning webcam (computer video camera). The exam portals and the Respondus LockDown browser link are located in the Exams Folder.



Dual credit students are responsible for having their school load this software onto their computer before the due date of the first lecture quiz and both exams.

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All students are required to take the “**Technology Check**” assessment found in the Exams Folder at least 72-hours before each exam, to make sure their technology works with the software. If a student discovers their computer, laptop, or tablet is not compatible with the LockDown browser, they are required to contact the instructor at least 72-hours prior to an exam due date to confirm their attendance for the set Zoom exam time.

- Students who have job commitments need to confirm their device works with the LockDown browser with ample time to ask off from their employer or to arrange for childcare.
  - The College has student computers throughout the library that have this software and some have webcams. If a student needs to use this option, it is highly recommended to be waiting in line when the library opens on exam day. Here is a link to the Library for details on their services and hours of operation: <https://www.mclennan.edu/library/>
8. Students who take their assignments using limited internet or on their phones are likely to encounter submission issues. Students who experience technical difficulties when submitting their course assignments are required to provide verification by photographs, screenshots, or other means of documentation to support their claim. Students should expect to meet with their instructor by Zoom to discuss these issues and the course analytics the instructor utilizes.
9. Students are expected to learn how to utilize the format of the Brightspace shell as outlined in Course Brightspace Design section described next. The first folder in the Table of Contents has required elements that each student is expected to complete that outlines where all your assignments are for the semester.

10. Physical Geology utilizes a Supplemental Instructor (SI) Leader and students are required to attend six sessions as outlined in the Course Grading section of the Instructor Plan.
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### **Physical Geology Course Brightspace Design:**

To begin working in the course, select “Content” in the Brightspace Navigation Bar, then select the “Table of Contents”. You will see the following folders in the course Brightspace shell. Here is a guide to using the course Brightspace shell.

<b>Essential Course Roadmap Folder (start course here)</b>	1 <sup>st</sup> Folder	This folder contains the course overview video, instructor Plan, grading information, the required student information survey, and additional important course information. It is the first folder you will see in Brightspace and <b>each part must be completed and you make a grade of 100% on your Roadmap Quiz to open your Week 1 content.</b>
<b>Weekly Lecture &amp; Lab Assignments Folder</b>	2 <sup>nd</sup> Folder	Each folder has a weekly rundown followed by two sub-folders or modules as follows: Weekly Lecture Assignments and Weekly Lab Assignments.
<b>Exams Folder</b>	3 <sup>rd</sup>	This folder contains all of the lecture videos, exam portals, exam rules, and review sheets.

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	Folder	
<b>Baby Yoda Bonus Folder</b>	4 <sup>th</sup> Folder	This folder contains the bonus/extra credit opportunities provided for the course. Random bonus opportunities may appear without an announcement in this folder.

### **Fulfilling Course Assignments (Lecture and Lab) and Course Grades:**

Lab assignments make up 25% of a student's overall course grade in a lab-science course. In addition, the weekly meeting hours for lab are the same for lecture (3 hours for lecture and 3 hours for lab per week). Therefore, students should expect to spend at least 6 hours in a lab-science course each week in addition to studying and fulfilling course requirements, such as quizzes or exams. The weekly lecture and lab folder has specific guidance on how a student will get a grade for their respective assignment. Some labs require that students submit a lab form to Brightspace and others are done by using the student's completed lab form to take a corresponding assessment.

When a lab assignment needs to be scanned, students will make a PDF scan to the specified lab assignment tool. Students are required to scan as one document using a scanning app or printer/scanner. The instructor will **not** accept Google documents, "HEIC", "pages" and other formats that cannot be read by Brightspace; therefore, students need to be proactive and convert any assignment submissions into a PDF format. Students who submit assignments in different formats may not receive a grade for non-PDF assignments.

### **Methods of Teaching and Learning:**

Teaching methods include, lectures, assessments (exams and quizzes), class and online discussions, lab exercises, projects, student self-guided or instructor-led field trips, student performances/presentations, written reports/papers, simulations, and/or scientific software.

### **Course Objectives and/or Competencies:**

Lecture	Lab
1. Describe how the scientific method has led to our current understanding of Earth's structure and processes.	1. Classify rocks and minerals based on chemical composition, physical properties, and origin.
2. Interpret the origin and distribution of minerals, rocks and geologic resources.	2. Apply knowledge of topographic maps to quantify geometrical aspects of topography
3. Describe the theory of plate tectonics and its relationship to the formation and distribution of Earth's crustal features.	3. Identify landforms on maps, diagrams, and/or photographs and explain the processes that created them.
4. Quantify the rates of physical and chemical processes acting on Earth and how these processes fit into the context of geologic time.	4. Differentiate the types of plate boundaries and their associated features on maps and profiles and explain the processes that occur at each type of boundary.

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5. Communicate how surface processes are driven by interactions among Earth's systems (e.g., the geosphere, hydrosphere, biosphere, and atmosphere).	5. Identify basic structural features on maps, block diagrams and cross sections and infer how they were created.
6. Identify and describe the internal structure and dynamics of Earth.	6. Demonstrate the collection, analysis, and reporting of data.
7. Describe the interaction of humans with Earth (e.g., resource development or hazard assessment).	

### **Other Specific Student Learning Outcomes and Core Objectives:**

A. Critical thinking assignments that focus on scientific knowledge related to problems involving geoscience and ancient/current depositional environments.

B. Assessing communication skills through quizzes and assignments that are largely written, while lectures gravitate toward visual components, and class discussions guarantee students' oral interactions when introducing the physical sciences at a collegiate level.

C. Empirical/quantitative assessments through lectures that allow students to see examples of specific case studies, research, and current events that pertain to data collection, analysis, and the scientific method as they pertain to energy problems and solutions; among other geoscience topics like extinctions, fossils, ancient sea level changes, plate movements, and mountain building events.

D. Communication through lectures, class discussions, and written assignments to determine student's understanding of core course objectives related to geoscience.

### **Course Attendance/Participation Guidelines:**

If a student is not in attendance in accordance with the policies/guidelines of the class as outlined in the course syllabus as of the course census date, faculty are required to drop students from their class roster prior to certifying the respective class roster. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date.

Before the 60% point of the semester, a student who is absent for 25% or more of a face-to-face or blended course or who misses 25% or more of assigned work for an online course will be withdrawn from the course with a grade of W. A student may also request to be withdrawn with a grade of W before the 60% point of the semester. After the 60% point of the semester, the student may request to be withdrawn if the student is passing, or be assigned the final grade earned at the end of the semester after grades have been updated to reflect missing work.

<b>***Methods for Measuring Course Attendance***</b>
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Students will be counted present for the week based on completion and submission of the Weekly Lecture Quiz by the due date/time listed in the Course Instructor Plan. In Week 1, attendance will be measured by

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completion of the Essential Course Roadmap quiz since no lecture quiz has been assigned. In Week 15, completion of the Final Exam will constitute a student's attendance.

[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)

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Click on the link above for the college policies on attendance and absences.

### **Course Assignment Due Dates/Times:**

The weekly schedule for this course starts on Monday and ends on Friday unless otherwise noted in the Instructor Plan schedule. All due times are listed for Central Standard Time (CST). This course has "firm due dates"; therefore, students have lecture and lab assignments every week. It is the responsibility of a student to be familiar with, respect, and adhere to the course schedule and due dates. These due dates are predictable and are not subject to negotiation due to scheduling, childcare, or work commitments:

- **Lecture quizzes are due TUESDAY by 11:55 pm** of each week unless noted in the schedule within this document.
- **Lab assessments/assignments/discussions are due THURSDAY by 11:55 pm** of each week unless noted in the schedule within this document. Lab forms need to be converted to a PDF prior to submitting them on Brightspace.
- **Major course exams are due by NOON (12:00 pm)** on or before the specific date noted in the schedule within this document. Both exams open at least one week prior to the due date to help provide flexibility for students.



Students who work or need to arrange for child care, should be proactive and make necessary arrangements to take the exam early in the semester.

It is recommended that students download the schedule and print it out to reference all semester. Students should not rely on due dates in Brightspace; however, the instructor strives to maintain an accurate set of due dates in the course Brightspace shell. Please note that the schedule of assignments, quizzes, exams, and/or labs is subject to change for just cause by the instructor. If this occurs, the instructor will notify the students of the schedule change via Brightspace announcements. The schedule found in this Instructor Plan is the official schedule for the course.

### **Late Work and Make Up Work Policies:**

The instructor for this course does not typically accept late work unless a student has a verified excused absence for the date of the missed quiz, lab assignment, or exam that meets the definitions of excused absences according to the MCC's Attendance Policy. Students must provide the instructor with documentation/verification of an excused absence via email to make up work within one calendar week of missing an assignment. Students who do not reach out to the instructor within this time frame will be required to meet with the instructor by Zoom to develop an education plan devised at the sole

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discretion of the instructor to address outstanding assignments for the course. The instructor will not approve education plans after Week 13 of the course.

## **Flexibility of Working Ahead in this Course:**

At times, students may be allowed to work ahead in the course but please note that the instructor is not required to make future course content available before the scheduled date as noted in the course schedule. A student may complete available assignments early, but should not expect to receive credit on any assignments submitted past an assignment's specified deadline unless they have a documented excused absence.

## **Course Outline or Schedule (times are listed in Central Time Zone):**

The course assignment due dates are consistent throughout the semester and the standard week is Monday through Friday all semester. In addition, assignment due dates and times are not “suggested”, meaning they are firm and definitive deadlines. The instructor has set all due dates and times intentionally to help promote student success. If a student has work or childcare responsibilities or goes to a high school as a dual credit student, they need to make prior arrangements to complete their assignments before the due date/time. In the course schedule, review the number of asterisks by each lab assignment to determine if it is a lab form submission assignment, or a lab assessment assignment as follows:

- Labs denoted with one asterisk require students to use a completed lab form to take a corresponding assessment for a lab grade (such as \*Week 2 Lab, \*Week 3 Lab, \*Week 4 Lab, \*Week 5 Lab, \*Week 6 Lab, \*Week 7 Lab, \*Week 13 Lab, and \*Week 14 Lab). For these labs, students will not submit their lab form to an assignment tool.
- Labs denoted with two asterisks require students to submit a lab form as a single PDF document for a lab grade to a corresponding assignment tool in the weekly Lab folder (such as \*\*Week 9 Lab, \*\*Week 10 Lab and \*\*Week 11/12 Lab). For these labs, students will not have a corresponding assessment to take.
- Labs denoted with three asterisk require students to participate in a discussion for their respective lab grade (such as \*\*\*Week 1 Lab).

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### **\*\*\*The Official Online Physical Geology Course Schedule\*\*\***

#### **Week 1: 1/8 – 1/12/2024**

***Essential Geology Roadmap Assignments (these items must be completed for students to access the Week 1 content)***

- Download Course Instructor Plan (required element to release Week 1 content)

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- Watch all of the Essential Course Road Map folder videos and open all of the links and read them. Each of these items are required to be completed in order to release the “Essential Roadmap Quiz”. In addition, you must make a grade of 100% to release your Week 1 content and all other Weekly Lecture and Lab Assignment content.

### **Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5)

- Chapter 1 – Geologic Principles and Geologic Time and corresponding lecture video
- Content from this week will be incorporated in the Week 2 Lecture Quiz; therefore, there is not a different Week 1 Lecture Quiz. There is a practice quiz for you to see the general format of questions and how to make your quizzes populate in Brightspace after the conditions are released.

### **Lab Assignments** (learning objectives: 1, 4, 6)

- Week 1 Lab Assignment –\*\*\* Rocks Have Clues Discussion (initial post requirement only)

### **Week 2: 1/15 – 1/19/2024**

#### **Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5)

- Chapter 3 – Rock Cycle and Depositional Environments and corresponding lecture video
- Week 2 Lecture Quiz by Tuesday of Week 2 at 11:55 pm (includes content from Weeks 1 & 2)

#### **Lab Assignments** (learning objectives: 1, 2, 3, 5, 6)

- Week 2 Lab Assignment \*Geologic Map Skills due by Thursday at 11:55 pm

### **Week 3: 1/22 – 1/26/2024**

#### **Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 2 – Plate Tectonics and the Earth’s Interior and corresponding lecture video
- Chapter 4 – Minerals and Age Dating and corresponding lecture video
- Week 3 Lecture Quiz due by Tuesday of Week 3 at 11:55 pm

#### **Lab Assignments** (learning objectives: 1, 4, 5, 6)

- Week 3 Lab Assignment \*Minerals Identification due by Thursday at 11:55 pm

### **Week 4: 1/29 – 2/2/2024**

#### **Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 5 – Igneous Rocks and corresponding lecture video
- Week 4 Lecture Quiz due by Tuesday of Week 4 at 11:55 pm

#### **Lab Assignments** (learning objectives: 1, 4, 5, 6)

- Week 4 Lab Assignment \*Igneous Rocks Identification due by Thursday at 11:55 pm

### **Week 5: 2/5 – 2/9/2024**

#### **Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 6 – Sedimentary Rocks, Weathering Processes, and Soils and lecture video
- Week 5 Lecture Quiz due by Tuesday of Week 5 at 11:55 pm

#### **Lab Assignments** (learning objectives: 1, 4, 5, 6)

- Week 5 Lab Assignment \*Sedimentary Rocks Identification due by Thursday at 11:55 pm

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## Week 6: 2/12 – 2/16/2024

**Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 7 – Metamorphic Rocks and corresponding lecture video
- Week 6 Lecture Quiz due by Tuesday of Week 6 at 11:55 pm

**Lab Assignments** (learning objectives: 1, 4, 5, 6)

- Week 6 Lab Assignment \*Metamorphic Rocks Identification due by Thursday at 11:55 pm

## Week 7: 2/19 – 2/23/2024

**Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 8 – Fossils and corresponding lecture video
- Chapter 9 – Geologic Extinctions and corresponding lecture video
- Week 7 Lecture Quiz due by Tuesday of Week 7 at 11:55 pm

**Lab Assignments** (learning objectives: 1, 4, 5, 6)

- Week 7 Lab Assignment \*Fossils Identification due by Thursday at 11:55 pm

## Week 8: 2/26 – 3/1/2024

**Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 10 – Geoscience Ethics and Understanding Public Lands and lecture video
- Week 8 Lecture Quiz due by Tuesday of Week 8 at 11:55 pm

**Lab Assignments** (learning objectives: 1, 2, 3, 4, 5, 6)

- No Week 8 Lab Assignment due to Lab Exam
- **Lab Exam due by NOON on Friday, 3/1**

## Week 9: 3/12 – 3/16/2024

**Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 11 – Marine Facies and Unconformities and lecture video
- Chapter 14 – Hot Springs, Geysers, Fumaroles, and Mud Pots
- Week 9 Lecture Quiz due by Tuesday of Week 9 at 11:55 pm

**Lab Assignments** (learning objectives: 1, 2, 3, 4, 5, 6)

- Week 9 Lab Assignment \*\*Marine Facies and Unconformities due by Thursday at 11:55 pm

## Week 10: 3/18 – 3/22/2024

**Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 12 – Rock Deformation, and Geologic Faults lecture video
- Chapter 13 – Mass Wasting and Mass Movements and Orogenic Events lecture video
- Week 10 Lecture Quiz due by Tuesday of Week 10 at 11:55 pm

**Lab Assignments** (learning objectives: 1, 2, 3, 4, 5, 6)

- Week 10 Lab Assignment \*\*Faults and Folds due by Thursday at 11:55 pm

## Week 11: 3/25 – 3/29/2024

**Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 15 – Volcanoes and Volcanic Hazards
- Chapter 16 – Earthquakes and Tsunamis

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- Week 11 Lecture Quiz due by Tuesday of Week 11 at 11:55 pm

**Lab Assignments** (learning objectives: 1, 2, 3, 4, 5, 6)

- Week 11/12 Lab Assignment \*\*Seismic Interpretation due by Thursday of Week 12 at 11:55 pm

## Week 12: 4/1 – 4/5/2024

**Lecture Assignments** (learning objectives: 1, 2, 3, 5, 6, 7)

- Chapter 16 – Fluvial Systems and the Price of Water
- Week 12 Lecture Quiz due by Tuesday of Week 12 at 11:55 pm

**Lab Assignments** (learning objectives: 1, 2, 3, 4, 6)

- Week 11/12 Lab Assignment \*\*Seismic Interpretation due by Thursday of Week 12 at 11:55 pm

## Week 13: 4/8 – 4/12/2024

**Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 18 – Groundwater and Karst Systems
- Week 13 Lecture Quiz due by Tuesday of Week 13 at 11:55 pm

**Lab Assignments** (learning objectives: 1, 2, 3, 4, 6)

- Week 13 Lab Assignment \*\*Porosity and Permeability

## Week 14: 4/15 – 4/19/2024

**Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 19 – Glacial Environments
- Week 14 Lecture Quiz due by Tuesday of Week 14 at 11:55 pm

**Lab Assignments** (learning objectives: 1, 3, 6)

- Week 14 Lab Assignment \*Understanding Glacial and Eolian System

## Week 15: 4/22 – 4/26/2024 (Final Exam due on Friday, 4/26/2024)

**Lecture Assignments** (learning objectives: 1, 2, 3, 4, 5, 6, 7)

- Chapter 20 – Eolian Environments
- No lecture quiz is assigned for this week (content will be included on the Final Exam).

**Lab Assignments**

- No lab assignment due to Final Exam

**Exam Assignments: Final Exam due by NOON on Friday, 4/26/2024**

## Week 16: Grades submitted to WebAdvisor by 5:00 pm CST on Monday, 4/30/2024

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### Course Grading Information for GEOL 1403:

The grade scale used to calculate a student's overall average in this course is listed along with the percentage of each grade type: **A = 90 – 100; B = 80 - 89.9; C = 70 - 79.9; D = 60 - 69.9; and F = 59.9 or below.**

- 35% - Major Exams (Requires Respondus Monitor): Lab Exam (15%), Final Exam (20%)
- 37% - Lecture Quizzes (Requires Respondus LockDown Browser): 14 lecture quiz assignments
- 25% - Lab Assignments: 14 lab assignments

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- 3% - SI sessions: 6 sessions as outlined in the '*Supplemental Instruction (SI) Sessions* section' of the Instructor Plan. Each required SI session counts as 0.5% of the student's overall course grade. Should SI be removed from the course for an unforeseen reason, the instructor will add the 3% grade allocation for SI sessions to the Lecture Quiz percentage.

### ***Required Supplemental Instruction (SI) Sessions:***

The instructor utilizes Supplemental Instruction (SI) to help students master challenging geologic concepts, which helps promote student's success for their overall course grade. SI is an enhancement to the professor's instruction from a student who has successfully completed the course. The SI leader will help students understand key concepts each week of the semester and provide essential review sessions for each major exam. Students should not interpret SI as tutoring sessions; instead, SI helps students understand what the instructor has identified as key concepts that need to be mastered for this course. Unless the College is closed for a scheduled SI session, there will be three weekly in-person sessions offered on campus in Science 235 and three weekly Zoom sessions provided. The SI schedule is subject to change at the discretion of the instructor. To help with planning, here is the schedule for the semester:

- In-person SI Sessions (Monday, Tuesday, and Thursday) 1:00 pm – 2:00 pm in Science 235: and
- Zoom SI Sessions (Monday, Tuesday, and Thursday) from 7:00 pm – 8:00 pm on Hope Franks' Zoom ID 852 662 4390. Hope's Zoom button is the yellow colored button, not the green one!

It is important to emphasize that SI sessions are a required grading element for this course. Specifically, students are required to attend a total of six SI sessions in this course as follows: SI Period 1 (Weeks 1 – Weeks 3); SI Period 2 (Weeks 4 – 6); and SI Period 3 (Weeks 7 – 9).

Should a student miss any SI session during the three designated SI grading periods, they can attend one session per week during Weeks 10 - 15 for a grade allowing them to earn up to five of their six required SI sessions. Students who attend more than one session in a week will be graded on their attendance, preparedness, and engagement/participation of the **first** session they attend that specific week. To understand how SI grades are earned, students should continue reading the section below entitled '*How students are assessed for a grade in SI sessions*'. Students may opt to fulfill an alternative SI assignment in lieu of attending SI sessions throughout the semester (see those requirements below).

### ***SI Grade Incentive:***

There is a direct correlation to student success and utilizing SI throughout the semester; therefore, the instructor is providing an incentive to students who attend SI sessions on time for Sessions #1 - #3 and continue utilizing SI for the duration of the semester in different weeks as follows:

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- **Lab Exam Grade Incentive Only:** If a student attends all six of their required sessions during Weeks 1 – 9 with 100% participation grade and they attend 6 additional weeks of the semester during Weeks 10 - 15, they will have 10 bonus points added to their Lab Exam score. To be clear, students will attend a total of 12 SI sessions in 12 different weeks to earn this grade incentive.
- **Lab Exam and Final Exam Grade Incentive:** If a student attends all six of their required sessions during Weeks 1 – 9 with 100% participation grade and they attend 8 additional weeks of the semester during Weeks 10 - 15 of the semester, they will have 10 bonus points added to both their Lab Exam and their Final Exam scores. To be clear, students will attend a total of 14 SI sessions in 14 different weeks to earn this grade incentive.

### ***How students are assessed for a grade in SI sessions:***

The instructor of record for this course, Dr. Fagner, determines a student's SI grade based on feedback from the SI each week, not the SI leader. If a student has a question about their SI grades, they must contact the instructor (not the SI leader) for clarification. Students will be graded on a 100 point scale for each of the SI sessions based on their punctuality, engagement, and preparation for each SI Grading Period. The instructor will update SI grades by the Monday after the conclusion of each designated SI Period. For SI sessions that occur after the three designated SI Periods, the instructor will update the SI sessions in the Brightspace gradebook by 10:00 pm on Sunday of Weeks 11, 13, and 15. The following list provides guidance on how students are evaluated on their SI sessions:

1. Students are required to have their course textbook for each SI session.
2. Students will receive full credit for an SI session if they stay engaged for the full session and come prepared with their course materials. If a student arrives late, is not actively participating, and/or leaves early from an SI session, they should expect to receive a grade reduction.
3. Students attending a Zoom SI session are required to be visible by camera for the duration of the session and sign in on the chat upon entering the Zoom session. It is the responsibility of the student to make sure they sign in. Students with mechanical or internet issues should have a back-up plan such as a phone camera to quickly join the session.
4. Students who attend in-person SI sessions are required to sign-in using a QR code provided by the SI when asked to do so and sign-in on the attendance roster provided by the SI. Students who come to in-person sessions are not permitted to bring children or non-employee guests into the geology classroom for safety reasons.

### ***Alternative SI Assignment Requirements:***

Students may have a scheduling conflict with the scheduled times dedicated for SI sessions. If a student does not feel that SI is a good fit to their schedule or academic success for any reason, the instructor provides a viable solution to help them succeed. Students should be aware that the time it takes to

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complete the Alternative SI Assignment is comparable (if not longer) than attending the required SI sessions throughout the semester. To be eligible for this alternative SI assignment, a student is required to complete **all of the following** requirements by **Monday, January 15<sup>th</sup> at NOON**. Should a student submit a late request for the Alternative SI Assignment, they should not expect it to be approved.

1. Students must download and review the Alternative SI assignment and agreement form (link to this is found in the Course Roadmap folder/Supplemental Instruction Course Requirements folder).
2. Student must email the instructor, Dr. Fagner, at [efagner@mclennan.edu](mailto:efagner@mclennan.edu) with the following information using their MCC email account:
  - a. Formally request to complete the alternative SI assignment in lieu of attending sessions; and
  - b. Attach their signed and dated alternative SI agreement form that replaces a student's requirement to complete this assignment in lieu of attending eight SI sessions throughout the semester.

Once the instructor receives the required items from a student, she will email them with confirmation that they have been approved for the Alternative SI Assignment by Tuesday, January 16<sup>th</sup> by 12:00 pm. Students accepting the Alternative SI Assignment have made a choice to commit to this method of fulfilling the SI portion of their overall course grade (3%). Here are two important considerations for students to assess before utilizing the Alternative SI Assignment:

- a) this choice cannot be rescinded by a student at a future date in the semester unless approved by the instructor for notable and unforeseen circumstances; and
- b) students who opt for the Alternative SI Assignment are not eligible for the grade incentive associated with attending SI sessions. The instructor may allow a student the opportunity to complete a modified Alternative SI Assignment should highly unusual life circumstances arise. Approval for this will be at the sole discretion of the instructor.

### **Student Grade Concerns/Questions:**

Grade feedback is typically provided to each student in the Brightspace gradebook on a weekly basis by the instructor; therefore, it is the sole responsibility of each student to check their assignment feedback each week. The instructor should typically have grade feedback posted for lecture quizzes and lab assignments updated in Brightspace that week by 10:00 pm on Wednesday of the following week. To express concern for their course assignment grades, students are required to do the following:

1. Students are required to check their Brightspace grade feedback each week and send the instructor an email about the grade in question by one week after its original due date.
2. If a student has questions regarding their grades or feedback, they are required to email their instructor. If the student does not receive a response within 48-hours, they are required to do the

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following to resolve grade concerns or questions rather than rely on email correspondence: a) call the instructor and leave a message at 254.299.8442 and 254.853.0097; or join the instructor on Zoom during their virtual office hours to discuss the issue.

### **Student Behavioral Expectations or Conduct Policy:**

Students are expected to adhere to MCC's conduct policy and maintain classroom decorum in a traditional or online environment that includes respect for other students and the instructor. Students are required to fulfill regular attendance as noted in the course instructor plan, and adopt an attitude that seeks to take full advantage of the education opportunity. Should a student deviate from the College's conduct policy, they should expect to be met with the instructor and/or be referred to the campus conduct office. Any student who participates in academic dishonesty such as cheating, plagiarism, or collusion on any problem on an assignment, quiz, or exam may receive an "F" for her/his semester grade and may be reported to the Disciplinary Council.

Often, in particular on short-answer questions, the instructor understands that students seek outside, scholastic material to locate additional information on various topics. However, be sure that you realize that **you cannot copy something and pass it off as your answer**. Students are expected to learn how to properly cite their sources and demonstrate their proficiency in content-related material.



### **INSTRUCTOR NOTE ABOUT STUDENT SCHOLASTIC DISHONESTY....**

**There is a zero tolerance for cheating, collusion, and/or plagiarism for students enrolled in this course for any type of assignment.** Deviation from any of the aforementioned course policies, will result in the following outcomes:

**1<sup>st</sup> Offense:** Written warning from the instructor, a grade of "0" will be issued for the activity in which the offense occurred, and a report made to Student Discipline/Conduct office.

**2<sup>nd</sup> Offense:** Report made to Student Discipline/Conduct office and student should expect to receive a failing grade in the course.

If a student is unsure as to what constitutes cheating/plagiarism, they need to ask for clarification before submitting an assignment. When applicable, it is a student's obligation to verify the authenticity of their work through proper citations. Unless expressly stated otherwise in the assignment instructions, all assignments are to be completed independently and should reflect one's own work. Working with other students or other individuals on an assignment without instructor permission is considered collusion and cheating. It is important to note that students are not permitted to use any resources when taking their lecture quizzes or major exams.

On occasion, two students in this course may share a common bond such as sharing a living space or being involved in the same collegiate or other organizational entity enroll in the same course. Students who share a common bond need to be sure their assignment work is clearly their own. It is

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recommended that students discuss their situation with the instructor at the beginning of the course about this issue and identify that they have a common bond.

**Students Requesting to Drop or Withdraw this Course:**

If a student wishes to drop during the first few days of a semester, they should be able to drop themselves electronically without the instructor's approval. Students will need to email the instructor requesting to be dropped before the Census date or withdrawn after the Census date. All students making these requests should expect to meet with the instructor by Zoom within 48-hours.

10/09/2023



## **ACADEMIC RESOURCES/POLICIES**

### **Accommodations/ADA Statement:**

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit [www.mclennan.edu/disability](http://www.mclennan.edu/disability)

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

[disabilities@mclennan.edu](mailto:disabilities@mclennan.edu) (254)299-8122  
Room 319, Student Services Center

### **Title IX:**

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>

Additionally, Title IX provides rights and protections for pregnant and newly parenting students. Go to McLennan's Title IX webpage at [www.mclennan.edu/titleix/](http://www.mclennan.edu/titleix/). It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

**Student Support/Resources:**

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom. You can contact the Academic Support and Tutoring team via Zoom or email ([ast@mclennan.edu](mailto:ast@mclennan.edu)) by going to our website (<https://www.mclennan.edu/academic-support-and-tutoring/>)

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing [crew@mclennan.edu](mailto:crew@mclennan.edu) or a Success Coach by calling (254) 299-8226 or emailing [success@mclennan.edu](mailto:success@mclennan.edu).

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to <https://calendly.com/paulannespantry-mcc/15min>.

The CREW, Success Coaches, and Paulanne's Pantry are all located on the second floor of the Student Services building in Success Coaching Services.

**MCC Foundation Emergency Grant Fund:**

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an

emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at [https://www.mclennan.edu/foundation/docs/Emergency\\_Grant\\_Application.pdf](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf)

**MCC Academic Integrity Statement:**

Please view our [Academic integrity statement](#) for more information about academic integrity, dishonesty, and cheating. The unauthorized use of artificial intelligence (AI) for classwork can be a violation of the College's General Conduct Policy. Whether AI is authorized in a course and the parameters in which AI can be used in a course will be outlined by each instructor.

**Minimum System Requirements to Utilize MCC's D2L|Brightspace:**

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

**Minimum Technical Skills:**

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

**Backup Plan for Technology:**

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

**Email Policy:**

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to [www.mclennan.edu/studentemail](http://www.mclennan.edu/studentemail).

**Instructional Uses of Email:**

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

**Email on Mobile Devices:**

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email [Helpdesk@mclennan.edu](mailto:Helpdesk@mclennan.edu) for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](#)
- [Email Setup for Androids](#)

**Forwarding Emails:**

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support](#) or email [helpdesk@mclennan.edu](mailto:helpdesk@mclennan.edu).

**Disclaimer:**

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.