McLENNAN COMMUNITY COLLEGE

WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

ENVIRONMENTAL SCIENCE I (LAB)

ENVR 1101_001

MICHAELA R. MCCOWN, M.S.

NOTE: This is a 16-week course.

Course Description:

This laboratory-based course accompanies ENVR 1301, Environmental Science (lecture). Activities will cover methods used to collect and analyze environmental data. Semester Hours 1 (3 lab)

Prerequisites and/or Corequisites:

Credit for/concurrent enrollment in ENVR 1301.

Course Notes and Instructor Recommendations:

Every student in this course needs to regularly check Brightspace for new assignments, announcements, and/or messages. Every student needs to be able to access YouTube videos, DOCX, and PDF files without a problem and have a reliable Internet connection to succeed. A student must have access to reliable transportation, with proper insurance, tags, etc… when applicable, to participate in field trips. Students need to wear closed-toe shoes and bring water to all labs or they will not be permitted to participate in the lab. All students must complete the McLennan Community College waivers online before being cleared to participate in any off-campus lab activities. Failure to complete the liability form online, provided via a link on Brightspace, may result in a student being withdrawn from the course at the same scheduled time when Lab Three is due.

*****INSTRUCTOR NOTE:*****

Do not submit any file types other than: PDF, DOCS, or JPEG files. Any other file types cannot be opened by the instructor and will not be accepted.

Instructor Information:

Instructor Name: Michaela R. McCown
MCC E-mail: mmccown@mclennan.edu
Office Number: 254-299-8846
Office Location: Faculty Office Building 212
Office/Teacher Conference Hours:

Monday/Wednesday: 8:30 – 9:30 am (via Zoom or in person)
Tuesday: 2:00 – 5:30 pm via Zoom only

*****INSTRUCTOR NOTE:*****

When contacting your professor by email for this course, you must follow these guidelines:

1. Write using formal English only (as if to the president of the company where you work).
2. Always begin your subject line with your course and section number
3. Use your MCC student email address – external email addresses may be caught by the spam filter.
4. Work will not be accepted by email unless specifically requested by the professor.
5. Allow for 24 hour turnaround for a reply to your email during week days, and 48 hrs on weekends.

Failure to do any of the above may result in your professor not seeing or reading your email.

Required Text & Materials:

Title: Practical Environmental Science, Part I (Second Edition)

ISBN: 978-1-64565-433-9
Author: Michaela McCown, Bradley Turner, Elaine Fagner
Publisher: Van-Griner Learning

Note that this course uses inclusive access, which means that books are purchased by the student when they pay tuition and fees. The book is an physical book that the student will have to pick up from the bookstore. The student can also opt-out of this service, but will need to do that on their own before a specified deadline set between the bookstore and the business office.

MCC Bookstore Website: http://www.mclennan.edu/bookstore/

Methods of Teaching and Learning:
Virtual tours, lab exercises, lectures, quizzes, essays, and/or other alternative means.

Course Objectives and/or Competencies:
1. Apply the scientific method to environmental investigation.
2. Measure and observe aspects of the environment (e.g., air, water, soil) through sampling and sample analysis.
3. Develop an assessment plan for an environmental case study.
4. Demonstrate the collection, analysis, and reporting of data.

Other specific Student Learning Outcomes and Core Objectives include:
A. Critical thinking assignments that focus on scientific knowledge related to problems involving energy and the environment;
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 environmental topics like sustainability and resource management.

Course Outline or Schedule:
The official class schedule is posted and updated on Brightspace, as adjustments become needed. All lab assignments will be due by 11:55 pm on the due date and submitted via Brightspace.

Lab	Lab Topics	Objectives
1	Syllabus Quiz, Liability Form/Waiver Completion, Data Analytics Lesson One	1, 2, 3, 4
2	Data Analytics Lesson 2 & 3	1, 2, 3, 4
3	iNaturalist Lab	1, 2, 3, 4
4	Data Analytics Lesson 4 & 5	1, 2, 3, 4
5	Data Analytics Lesson 6 & Project	1, 2, 3, 4

6	Water Testing Lab & Data Analytics Project	1, 2, 3, 4
7	Constructed Wetlands Field Experience; Complete Data Analytics Certification Exam	1, 2, 3, 4
8	Dissolved Air Flotation Plant	1, 2, 3
9	Tree Lab	1, 3, 4
10	Wastewater Treatment Plant Field Experience	1, 2, 3
11	Paper Recycling Field Experience	1, 3, 4
12	Invasive Species of Cameron Park	1, 2, 3, 4
13	Invasive Species of Cameron Park	1, 2, 3,4
14	A Zoo Field Experience	1, 2, 3, 4
15	Grades finalized and submitted	N/A

Course Grading Information:

Each lab, quiz, or assignment represents an equal portion of 90% of your grade. Part of this course also includes the completion of a Data Analytics Certificate through NC3Certs – this is an industry recognized microcredential that you can put on your resume and link to your LinkedIn profile. Some of the assignments for the certificate will count as weekly lab assignments. You will be required to take an open-book exam to complete your data analytics certificate; this is worth 10% of your final grade for the course. You will have three opportunities to take the data analytics certificate exam offering online through NC3 Certs. Grades and a list of full assignments are kept Brightspace, under the Grades tool. The grade scale used in the course is: A=90-100, B=80-89.9, C=70-79.9, D=60-69.9, and F=59.9 and below.

Labs will typically require the submission of a lab writeup to assess mastery of the content. There are some occasions when a student may be required to travel locally to conduct his/her lab experiments. The locations should not be difficult to find. In the event the student cannot identify a location, he or she must inform the instructor of the dilemma five days prior to the assignment's due date. Also, students must complete online waiver and liability form, as discussed in Lab One, before receiving credit for any labs past Lab Two. In the event a student defaults on submitting and completing his/her waivers by the end of Lab Two, he/she will likely be dropped for non-participation during the time schedule for completing Lab Three.

Lab Safety:

Most labs will be located outdoors and/or off campus in various locations, and as a result, students may be subject to a variety of uncontrollable environmental and weather conditions. Students should pay attention during labs and be aware of potential hazards that may exist inside and outside of a physical classroom. Class may be canceled or rescheduled at short notice due to inclement weather; it is recommended that students sign up for text reminders for the class in order to be immediately informed of all such changes. Students need to wear closed-toe shoes and bring water to all labs or they will not be permitted to participate in the lab. If students have any allergies, medical or health

concerns, or carry life-saving medical equipment or medicine (like an EpiPen), please inform the instructor the first week of class

Late Work, Attendance, and Make Up Work Policies:

A student's attendance is measured by the class attendance, completion and submission of the weekly lecture assignment in Brightspace. For each lab section, an assignment will be due on specified night at 11:55pm (not 11:56pm). However, I do provide students with an opportunity to makeup one lab grade, but only during one week towards the end of the course. The Makeup Lab will be deployed in its own folder, similarly to the other course work. The Makeup Lab replaces a student's lowest quiz grade and is completely optional. The Makeup Lab will be a completely new, separate, and optional lab assignment. The Makeup Lab often represents the sole-guaranteed opportunity for extra-credit in the course. If students arrive late to the lab, they will be deducted one point from their lab grade for each minute late they are. If a student arrives more than 15 minutes after the start of lab, they will not be permitted to participate in the lab.

MCC Attendance Policy:

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. Any student who does not attend class before the census date will be dropped from the class before the 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.

Regular and punctual attendance is expected of all students, and the instructor will maintain a complete record of attendance for the entire length of each course. **Students, whether present or absent, are responsible for all material presented or assigned for a course and will be held accountable for such materials** in the determination of course grades.

In the case of online and hybrid courses, attendance will be determined in terms of participation, as described in the course syllabus. **In this course, a student is marked absent when she/he fails to complete that section's assignment(s).** If students have an excused absence, they need to reach out to the instructor with documentation of that excused absence in a timely manner in order to for that absence to not be counted against them.

*** Click Here for the MCC Attendance/Absences Policy**
(https://www.mclennan.edu/highlander-guide/policies.html)
Click on the link above for the college policies on attendance and absences.

Preferred/Chosen Names and Pronouns for Students:

The instructor values the importance of calling students by their preferred/chosen names and pronouns. If students would like to submit this information, students may do so by either completing the form at https://www.mclennan.edu/admissions/docs/Student-Admission-Change-Form-2022.pdf or by going to Self Service and selecting User Options, User profile, and Edit Personal Identity.

The instructor strives for accuracy in referring to students by their preferred/chosen name and pronouns in class and requests that notification is provided to the Instructor by email so the instructor is aware of the change and can begin using the preferred/chosen name and pronouns. For changes that occur in the course of the semester, the instructor asks for grace for inadvertently calling a student by the wrong name or pronouns. Should this occur, please respectfully correct the instructor.

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the educational opportunity. Each student is required to actively participate in each activity. Minimal physical activity is required for some of these labs. If you have any physical issues that prevent your participation, you must notify the instructor as soon as possible, so an alternative strategy can be determined. If you do not notify the instructor about your physical issues before an incident, you will be held responsible for the incompletion of the lab.

Any student who is found guilty of academic dishonesty such as cheating, plagiarism, or collusion on any problem on an assignment, quiz, test, (etc.) will receive zero for the activity in which the offense occurred and will be reported to the office of Student Development. Plagiarism may include the use of ideas, research, or sentence structure without giving proper credit to the creator.

*****INSTRUCTOR NOTE:*****

THERE IS ZERO TOLERANCE FOR CHEATING, COLLUSION, AND/OR PLAGIARISM ON ANY TYPE OF ASSIGNMENT IN THIS COURSE.

If a student is unsure as to what constitutes cheating/plagiarism, he/she needs to ask for clarification before submitting an assignment. When applicable, it is a student's obligation to verify the authenticity of his/her 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.

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 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.

*****INSTRUCTOR NOTE:*****

Deviation from any of the aforementioned course policies, will result in the following penalties:

1st Offense: Written warning from the instructor, a zero grade issued for the activity in which the offense occurred, and a report made to Student Discipline

2nd Offense: Report made to Student Discipline and will receive a failing grade in the course.

*** Click Here for the MCC Academic Integrity Statement**
(**www.mclennan.edu/academic-integrity**)
The link above will provide you with information about academic integrity, dishonesty, and cheating.

Other Important Information:

1. If you are having trouble accessing the lectures or with Brightspace in general, call the MCC Help Desk at 254-299-8077 or email them at helpdesk@mclennan.edu
2. The instructor has the power to provide additional credit for assessing a student's knowledge, skills, and abilities, as pertaining to the course and course material, on a case-by-case basis (both individually or collectively).
3. The instructor has the power to make adjustments to testing locations and questions, as he deems fit.
4. This syllabus is a living document and, at any time, the instructor reserves the right to amend this syllabus for the benefit of the class to counter unforeseen issues.
5. Times are enforced in Central Standard Time.
6. A student's name must appear on the college's approved liability form list, or she/he may be removed from the class before the time when Lab Three is due.

07/02/2024

MCLENNAN COMMUNITY COLLEGE

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 Accommodations (Disability Services) 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

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

disabilities@mclennan.edu (254)299-8122 Room 319, Student Services

Title IX:

Title IX of the Education Amendments of 1972 is a Federal civil rights law that prohibits discrimination on the basis of sex in educational programs and activities that receive Federal funds. 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 a Title IX incident are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465.

Additionally, Title IX provides rights and protections for pregnant and newly parenting students which can include educational accommodations such as excused absences

and the opportunity to make up assignments and tests. Lactation spaces are also available on campus. Please email titleix@mclennan.edu for more information.

MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Faculty and Staff may email titleix@mclennan.edu to submit a report.

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 https://www.lighthouse-services.com

Visit McLennan's Title IX webpage at https://www.mclennan.edu/titleix/ to learn more about Title IX protections, reporting, and resources.

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) by going to our website (https://www.mclennan.edu/academic-support-and-tutoring/)

At our campus, we understand that students face numerous challenges beyond the classroom. That's why we offer Success Coaches who are dedicated to helping you succeed. Our coaches know that life can sometimes get in the way of your educational goals. Through personalized meetings, Success Coaches empower you to overcome obstacles, maximize your potential, and create a clear path to both academic and personal success. Our Success Coaches are ready to help you achieve your dreams! Schedule your appointment today by calling 254-299-8226 or emailing success@mclennan.edu.

College personnel also recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources and other essential resources, we encourage you to contact the CREW - Campus Resources Education Web by calling 254-299-8561 or emailing crew@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.

Success Coaching Services, the CREW, and Paulanne's Pantry are located on the second floor of the Student Services building in Success Coaching Services, suite 249.

The Student Counseling Center offers confidential mental health counseling to currently enrolled students at no charge. Counselors are trained to help students with problems related to personal, social, and emotional concerns. Sessions focus on short-term goals in order to facilitate students college success and adjustment. This service is available to students in person or through Zoom.

Make an appointment to meet with a counselor by visiting the center in the Wellness & Fitness building, room 101, calling 254-299-8210, or emailing counseling@mclennan.edu.

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/scholarships-and-resources/emergencygrant.html

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-StaffCommons/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.

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 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.

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.