

South Plains College: General Course Syllabus

Department: Behavioral Sciences

Discipline: Humanities

Course Number: HUMA 2323; section 004 (TUES./THUR. 9:30 – 10:45)

Course Name: World Cultures

Credit: 3 **Lecture:** 3 **Lab:** 0 This course satisfies a core curriculum requirement: Yes-Language, Philosophy & Culture

Prerequisites: none for campus; TSI reading for INET

Campuses: Levelland, Reese, INET

Textbooks: Nancy Bonvillain, Cultural Anthropology 4th ed. Pearson 2018, A Revel code is required for this course. ISBN: 9780134722993.

Course Specific Instructions: INET classes go to Blackboard Learn 9; campus additional materials are available on Blackboard.

Course Description: This course is a general study of diverse world cultures. Topics include cultural practices, social structures, religions, arts, and languages.

Course Purpose: This course is an introductory course designed to provide students with an understanding of how society is structured, as well as an understanding of the theories and language of anthropology. A holistic approach will be utilized to explore ideas of aesthetic and intellectual creation in order to understand the human experience across cultures.

Course Requirements: To maximize the potential to successfully complete this course, the student should attend all class meetings, complete all homework assignments in a timely manner, and complete all examinations including the final exam. Internet courses require the work to be completed in specific time periods.

Course Evaluation: Refer to the instructor's course information sheet for specifics on assignments and testing.

Attendance Policy:

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have “Never Attended” by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of “X” or “F” as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student’s responsibility to be aware of that policy.

It is the student’s responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

See instructor’s Course Information Sheet for additions to the attendance policy.

Disability Services Policy:

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-7162577, Reese Center (Building 8) & Lubbock Center 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611. See *South Plains College General Catalog* for more information.

Academic Integrity Policy: It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

Cheating: Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the text- book or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of what- ever length, as well as to final examinations, to daily reports and to term papers.

Plagiarism: Offering the work of another as one’s own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identifiable expression of material taken from books, Internet resources, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of a fellow student, is guilty of plagiarism. See *South Plains College Student Guide 2015-2016*, pages 13 and 14 and *South Plains College General Catalog 2015-2016*, page 22. See instructor’s course information sheet for more information.

Student Conduct Policy:

Classroom Conduct: Failure to comply with lawful direction of a classroom teacher relative to maintaining good order is considered misconduct on the part of the student. Repeated violations of disrupting a class may result in the student being dropped from that course. See *South Plains College*

Student Guide 2015-2016, pages 13 through 18 for full policy covering other areas of conduct including penalties for misconduct and procedures for disciplinary action.

Tobacco Products:

South Plains College prohibits the use of any tobacco product, electronic cigarette, or vapor device throughout all indoor areas and within a 25 foot perimeter around all facility entrances, exits and HVAC air intake vents under the control of SPC, including sporting facilities and SPC vehicles. Included in this ban are tobacco products of all types (including, but not limited to, cigarettes, cigars, pipes, chewing tobacco, snuff and all other kinds and forms of tobacco prepared in such a manner to be suitable for spit tobacco use, smoking, or both). This ban also includes herbal tobacco products and simulated tobacco products that imitate or mimic tobacco products such as e-cigarettes, vapor cigarettes, pipes or other types of inhalation devices.

Campus Concealed Carry syllabus statement:

Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at: (http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php) Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

Grade and Academic Discipline Appeals: South Plains College provides two procedures which allow students the opportunity to address grievances of an academic nature.

Appeal Restrictions: Only final grades or dismissal resulting from academic discipline will be considered. The instructor's teaching ability or expertise will not be considered during the hearing. No grade or disciplinary action can be formally appealed after a period of six (6) months from the date that the student is informed

Informal Appeal

1. The student should schedule an appointment with the instructor of the course to discuss the final grade or disciplinary action.
2. If the student is still not satisfied, she should schedule an appointment with the appropriate departmental chairperson to discuss the situation. The chairperson may request that the instructor also be present.
3. If the student is still not satisfied, he she should schedule an appointment with the Divisional Dean to discuss the situation. The dean may request that the chairperson also be present.
4. If the student is still not satisfied, he she should be advised of the formal appeal process.

Formal Appeal: If the student is not satisfied with the results of the informal appeal, s/he should provide the following information, in writing, to the Vice President for

Academic Affairs:

1. A request for a formal appeals hearing.
 2. A brief statement of what is being appealed.
 3. The basis for the appeal.
 4. Pertinent facts relating to the appeal.
- The agenda of the appeals hearing will include only those factors documented in the student's appeal request letter. The Vice President for Academic Affairs will determine the date, time and place of the hearing, and notify the student accordingly.

- The Hearing of Composition of the appeals committee:
 - ☐ Vice President for Academic Affairs will preside over the hearing.
 - ☐ Faculty member of the student's choice.
 - ☐ Faculty member and student selected by the Vice President for Academic Affairs.
 - ☐ President of Student Government Association. Dean of Students.
 - o Other persons who should be available at the hearing:
 - ☐ The student who requested the hearing.
 - ☐ The faculty member involved.
 - ☐ Anyone the student or faculty member wishes to be present to substantiate the case.
 - ☐ Chairperson and Divisional Dean.
 - o Hearing procedure: The committee will hear the student's appeal during which the parties to the controversy and such representatives as desired will present all facts relating to the case. By majority vote, the committee will decide to sustain, amend or reverse the previous decision.
 - o The decision of the committee is final and completes the academic appeals procedure.
- See South Plains College Student Guide 2015-2016, pages 18 and 19.

Equal Rights Policy: All students are entitled to equal rights under the affirmative action and equal opportunity laws. Students are also protected against unjust or biased academic evaluation, but at the same time, they are responsible for maintaining standards of academic performance established for each course in which they are enrolled. See South Plains College Student Guide 2015-2016, page 10.

Student Learning Outcomes/Competencies:

Students who have successfully completed this course will be expected to:

- Demonstrate knowledge of common terms and concepts associated with the study of world cultures.
- Articulate an informed personal response and critically analyze works in the arts and humanities from various world cultures.
- Demonstrate awareness of multiple cultural perspectives by comparing and contrasting the cultural expressions of diverse world communities.
- Analyze various cultures to navigate diverse cultural spaces and recognize different world views. Demonstrate an understanding of geography and the location of different cultural groups in the world. ACGM Approval Number: 24.0103.53 12

Core Objectives addressed:

- Communication skills- to include effective written, oral and visual communication.
- Critical thinking skills- to include creative thinking, innovation, inquiry and analysis, evaluation and synthesis of information.
- Social Responsibility- to include the demonstrated intercultural knowledge and competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national and global communities.
- Personal Responsibility – to include the ability to connect choices, actions, and consequences to ethical decision-making.

Instructor Syllabus Information

Dr. Sherley Bedore
Office: AD 130 (Levelland Campus)
sbedore@southplainscollege.edu
Phone (806) 716-2256 (Office voicemail)

Office Hours

Should you have questions that need immediate and/or private attention I am available in my Levelland office Monday and Wednesday from 8:30-10:30 am and 2:30-3:30 pm, Tuesday and Thursday from 11:00-12pm (noon). You may also schedule an appointment.

Communication with Instructor via Email

Should you have questions about assignments, personal matters and course material, **please use SPC's official email to contact the instructor.** SPC email is the official means of communication between professors and students. Be sure that you are using your official SPC email when contacting the instructor. Be advised that although I am available via email any time during the semester, I am not always able to respond to emails quickly, especially if you email during non-business hours (after 5pm).

Required Materials

- **A Revel access code is required for this course.**
- **Textbook:** Bonvillain, N., Cultural Anthropology 4th ed., Pearson 2018. ISBN: 9780134722993

General Expectations/Policies for Students:

I would like to welcome all students into an environment that creates a sense of community, pride, courtesy and utmost respect; we are all here to work cooperatively and to learn together. I consider it an honor that you have chosen to be in my course. I want to thank you in advance for the time and hard work that you will put into this learning experience.

One of the keys to being successful in college is to maintain communication with your instructor. Feel free to email if I can help you be successful in this course. I wish you all the luck this semester and hope that the grade that you achieve in this course will reflect the effort you put into it; we are here to work cooperatively and to learn together.

In order to create a smooth and harmonious learning community, please make every attempt to keep up with all assignments. This includes keeping up with the fast-pace of this course and complete all assignments and projects on time.

Once the class session has begun, please do not leave the room and then re-enter unless it is an emergency. If you have an emergency, inform me on your way out and take your things with you.

If you miss a class meeting for any reason, YOU are responsible for all material covered, for announcements made in your absence, and for acquiring any materials that may have been distributed in class. I do NOT give out my notes so you will need to get those from another student.

Cell phones are not allowed in class. Cell phones must be kept off and out of sight. Texting is NOT allowed at any time. The first time the instructor sees you on your phone, you will be reminded of the course expectations and asked to put the cell phone away. The second time a cell phone is seen out whether during the same class session or a different one, the student will be asked to leave the class for the day. Repeated offenses thereafter may result in the student being dropped from the course. Please consult the instructor if there is a situation where your cell phone must be available.

Laptops can be only used for class purposes and not for checking personal email accounts, social networks, or other personal business during class. After the first offense, students who do not follow this expectation will not be allowed to use their computers/laptops or similar devices during class for the remainder of the semester.

Course Information

Course information (e.g., syllabus, schedule, assignments, papers, projects, media and potential student handouts) is accessed through the Blackboard website. The student is responsible for any and all information that is posted on this site. If the student has questions/comments about this information, then she/he should contact the instructor (via SPC email).

Course Requirements

You are responsible for viewing and reading all lecture material, assigned readings, and assignments. You are expected to read the syllabus and be familiar with its contents. You are responsible for all material covered in this course including exams and keeping up with the course schedule.

It is essential that you have reliable access to the Internet. It is not necessary to purchase or own your own computer but you should have a backup plan in place should you encounter computer problems. Firefox is the recommended and supported browser for Blackboard. There are open computer labs available to all enrolled SPC students on all campuses. It is also the student's responsibility to have the required computer skills to complete this course. Should you encounter technical difficulties contact the instructor first, and/or the SPC technical support call (806) 894-9611, ext. 2180. Be sure to include course and section number information when contacting technical support.

Logging into Blackboard

To access your course, go to <https://southplainscollege.blackboard.com/> or go to the SPC Homepage and click on the "Login to" link in the top right-hand portion of the page and then click on the Blackboard link on the pull-down or you can type or copy the address into the address window of your computer. I recommend that you bookmark Blackboard on your computer for quick access. You can also log into MySPC and there is a Blackboard link there. Once you reach the site you will click "Log In". The log-in screen will come up asking for your user name and password. Simply follow the instructions on the screen. It is a good idea to bookmark the Blackboard login page on your computer so that you may access it quickly and efficiently.

Open Computer Lab

There is an Open Computer Lab located on the Levelland campus in the Technology Center. It is available to all students, with priority given to those students enrolled in computer classes. Computers are also available on the Reese Center, Lubbock, and Plainview campuses. Check with libraries and labs for hours.

Technical Problems/Support

If you are having computer problems, let the instructor know as soon as possible. I will try to help in any way I can. Please remember that it is **the student's responsibility to have a backup plan for technical issues**. It is advised to have a plan in place now and do not wait until it is a crisis.

- Most tech issues are related to failure to update java, using the incorrect internet browser (try use Google Chrome or Firefox instead of Internet Explorer), and/or not deleting browsing history files daily. Most issues are related to computer issues, not Blackboard. Make sure that your computer has an up-to-date antivirus software program installed. Please note this instructor does NOT recommend use of any handheld devices like a cell phone for taking this course.

- **SPC Technical Support Contact:** Call (806) 716-2180 or email at Blackboard@southplainscollege.edu for student technical support. I am your course work support contact. Only call or e-mail technical support with questions about Blackboard or computer functioning. There is Technical Support information in the Help,Resources & FAQ area on the homepage your Blackboard course. It contains links to Student Tutorials and the Student Orientation Course for Blackboard. Contact me for any course content information.

Attendance & Late Work

If you need to miss any portion of the course assignments (although not advised) please let the instructor know in advance, within 3 days of missing. If you miss “class” and have an SPC approved excuse (i.e., you are representing SPC at an official school function or celebrating a religious holy day) or a notice of absence from the Office of the Dean of Students, it is your responsibility to provide the **written excuse** from the school. In the case of an excused absence, you are still responsible for all readings, work, materials, and assignments that were missed. After contacting the instructor, upon approval, a new due date will be given for either the original assignment or an alternative assignment of equal value. If the student fails to meet the revised due date, then she/he will be given a zero (0) for the assignment.

Academic Integrity

In addition to the policy in the Common Course Syllabus, it should be understood that students found guilty of cheating or plagiarism will earn a zero on the work in question for the first offense and will be documented with South Plains College. Should a second offense occur, the student will be dropped from the course with an ‘F’. Any amount of dishonesty is subject to these consequences, whether a lot or a little; this can include but is not limited to: one copied sentence of a written assignment, a missing citation, an entire paper copied from someone/somewhere else, one plagiarized post on a discussion board, one copied exam item, looking at the scantron of another student during an exam or an exam or other coursework completed by someone other than yourself. You have also committed academic dishonesty when sharing course content/items/answers. This includes sharing course content with classmates or future students as well as sharing course content on websites such as Quizlet, Course Hero, or similar “study applications.” For further information and examples please see the Catalog, Student Guide, or refer to www.plagiarism.org

APA Style

There are many resources for how to write according to the (APA) American Psychological Association’s style guidelines. You should refer to the APA Publication Manual 6th Edition for a full explanation. The SPC library website has resources for writing in APA format.

Extra Credit Activities

Extra credit opportunities will not be offered throughout the course session. However, there are three additional tasks, the Course Participation Agreement, Syllabus Quiz, and Course Evaluation which will be given additional points added to your grade upon completion (See Grading section for breakdown of points). Very rarely will extra credit be given. Please note that in the event that it is given, the points may not be significant enough to bump your grade up a letter but will be enough to supplement an assignment’s low grade. Do not depend on extra credit to completely “fix” your overall grade.

Class Withdrawal

It is the full responsibility of the student to personally withdraw from the course if needed. A student who has already missed lectures, had difficulty adequately completing assignments and exams and/or anticipates difficulty in completing the course to his/her satisfaction is encouraged to give withdrawal all

the consideration it is due. A student is encouraged to discuss her/his progress with the instructor prior to making a withdrawal decision.

Administrative Drop Policy

Per SPC's attendance policies, the instructor reserves the right to drop a student for excessive absences according to SPC guidelines. Due to Financial Aid and South Plains College requirements for participation/attendance a student who fails to turn in 5 assignments during the semester *may* be dropped with a grade of "X" from the course. If missed assignments occur after the final drop date the grade will be "F." Assignments in this context refer to the Revel chapter assignments as well as application assignments.

Syllabus

The instructor reserves the right to make changes to the syllabus if necessary. In these rare cases, students will be notified of any changes in advance.

Methods for Assessing the Expected Learning Outcomes

The expected learning outcomes for the course will be assessed through exams, application assignments, a World Cultures Field Assignment, a Film paper, and Revel assignments.

Grading: 600 Possible Earned Points (write down your grade in the blanks for easy calculation)

Course Participation Agreement (available in Blackboard) _____ (5 extra credit points)
Syllabus Quiz (available in Blackboard) _____ (15 extra credit points)
Course Evaluation _____ (5 extra credit points)

Revel (R#) and Application Assignments (A#) (15 total/20 pts each/300) _____

R1 _____
R2 _____
R3 _____
R4 _____
R5 _____
R6 _____
R7 _____
R8 _____
R9 _____
R10 _____
A1 _____
A2 _____
A3 _____
A4 _____
A5 _____ *Wellness Center Meditation

Exam 1 (50) _____
Exam 2 (50) _____
Exam 3 (50) _____
Exam 4 (50) _____

Film Paper (50 pts) _____
World Cultures Field Assignment (50 pts) _____

A = 540 – 600
B = 480 – 539
C = 420 – 479
D = 360 – 419
F = 0 – 359

_____ earned / 600 possible
points total

***Please expect a 7 day grading turnaround
for all assignments and exams**

Exams & Assignments

Reading Assignments

It is expected that you read the assigned chapter readings before coming to class. This will facilitate class discussion and activities. If it is clear to me that students are not completing their reading assignments, I reserve the right to alter the syllabus to add pop quizzes into your final grade. Therefore, it is in your best interest to read and be ready to apply your knowledge in class and in the assignments. Assigned readings are listed in the schedule portion of the syllabus as well as under the Course Schedule tab in Blackboard.

Application Assignments (100 points total; 20 points each)

Throughout the course you will be required to work on various Application Assignments. All assignments must be done independently, must be typed, and due according to the schedule. Hand-written and scanned, emailed, or late assignments will NOT be allowed. Application Assignments are the only assignments which can be resubmitted with corrections. If a student chooses the option to "Re-do" an Application Assignment, it will be due the following class day after students receive their initial grade. The "Re-do" grade, whether greater or lower than the initial submission, will be recorded as the final grade for that Application Assignment.

A5 is an assignment which requires students to attend 2 offered events by the Health and Wellness Center during the semester. The instructor will provide a schedule of potential events to attend. You will answer questions provided to you about your experience. These events are typically no more than an hour of your time. THIS IS THE ONLY APPLICATION ASSIGNMENT NOT AVAILABLE TO REDO!

Revel Assignments

Revel Assignments will be given throughout the course modules. The **Revel assignments will consist of chapter-focused quizzes due at 11:45 pm on the date listed on the schedule**. The quizzes are typically 15 questions or so with each question worth 2 points on the first attempt and 1 points on the second attempt). The points vary with each chapter but there is a total of 200 points from these assignments. It is not necessary to complete the "shared writing or journal exercises" in the Revel program. Please do not wait until the last minute to complete work. There is a very reliable app available for Pearson Revel to use on cell phones. Instructions are listed under textbook information. Late assignments will NOT be allowed.

Exams (200 points; 50 points each)

There will be 4 non-cumulative exams during the semester. Exam Study Guides will be provided by the instructor to assist in preparing for the exams. The exams will cover any material presented in lectures, the textbook, as well as assigned readings or media. Exams will include only a multiple-choice format. All exams will be completed on the due date on the schedule and you may use your notes and textbooks. The final exam will not be given at any time other than the scheduled final exam day. Make-up exams for the first 3 exams will be given only in extreme situations, may be of a different format than the original tests, and will only be given if you notify the instructor prior to exam day that you will not be able to complete the exam within the 24 hour time period. If you are permitted to take a make-up exam, you will take it at a mutually agreed upon time, as soon after the original exam as possible. Make-up exams will not be given if I have not been notified prior to the exam day about your absence. Please plan your travel arrangements accordingly.

Civility in the Classroom

To create and preserve a classroom atmosphere that optimizes teaching and learning, each student shares a responsibility in creating a civil and non-disruptive forum. The student is expected to conduct herself/himself at all times in this classroom in a manner that does not disrupt teaching or learning. In order to assure that all students have an opportunity to gain from time spent in class, each student is prohibited from using cellular phones/beepers/pagers/MP3s/Ipods, making offensive remarks, reading newspapers/non-class materials, sleeping, excessive/loud talking, talking during exams, using tobacco products or engaging in any other form of distraction in the classroom. The student who engages in such behaviors during course assignments (e.g., exams, papers, group projects) will not be permitted to complete or make-up the assignment and will be given a grade of zero (0) for the assignment. In addition, the instructor has the right to limit classroom discussion in order to meet the educational objectives of the class session. The instructor is authorized to take such steps as are

necessary if the behavior of the student disrupts the normal classroom procedure. The instructor may remove the student for the single class session in which disruptive behavior becomes continuous and/or serious, and may begin disciplinary proceedings. (Refer to the *South Plains College Student Conduct Guide*, available on the South Plains College website.) If the student engages in repeated deviations from expected classroom behavior, then he/she may be dropped from the course. Violations of the *Student Conduct Guide* may result in serious sanctions, up to and including expulsion.

Sensitive Nature of Humanities and Behavioral Science Courses

Given the dynamics of individual, relational, familial, societal and cultural development and issues, behavioral studies courses address many sensitive issues; this course is no exception. Lifespan and relational issues occur in the context of sexual, racial/ethnic, political, religious/spiritual, economic/social class, and disability/challenge concerns. The discussion of such issues will increase the student's knowledge of developmental conditions in the modern world, but the information can be emotionally charged. It is also likely that the student will be exposed to diverse viewpoints; some viewpoints might differ substantially from the student's personal views. If the student chooses to remain in class, then she/he will be expected to respect the diverse viewpoints represented in course material, as well as the viewpoints of his/her classmates. If the student is easily offended by discussion of such issues, then he/she should consider whether to remain enrolled in the course.

Diversity Statement

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Revelation of Personal Information

This course addresses topics that are personal in nature. The student is encouraged to participate in class discussion/presentations, but the student is not required to share personal information with classmates. Also, the student is advised to use discretion in self-disclosure with classmates and the instructor. It is anticipated that fellow students will be respectful and not disclose information that is shared in class, but the instructor cannot guarantee confidentiality of information that the student shares with classmates. Thus, the student is responsible for the information that he/she shares, and should not share information that he/she does not want others to know.

Title IX & Pregnancy Accommodations Statement

SPC is dedicated to providing a safe and equitable learning environment for all students. If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Crystal Gilster, Director of Health and Wellness at 806-716-2362 or email cgilster@southplainscollege.edu for assistance.

SPC does not tolerate discrimination, sexual assault, and harassment. You are encouraged to report any incidents to SPC Campus Police Office at (806) 716-2396 or their 24 Hour Phone at (806) 891-8883. The SPC Student Health & Wellness office (<http://www.southplainscollege.edu/health/studenthealth.php>) provides support (806-894-9611) and the Voices of Hope Lubbock Rape Crisis Center has a 24-hour hotline: 806-763-RAPE (7273). For more information about support, reporting options, and other resources, go to: <http://www.southplainscollege.edu/health/studenthealth.php> under the Mental Health Resources tab.

Equal Opportunity /Non Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-

discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Course schedule is provided in Blackboard.

SEMESTER HOLIDAYS:

January 20th – Martin Luther King Holiday

March 16th – 20th Spring Break

April 13th – Easter Holiday