Professor: Dr. Elaine Cho  
Email: ElaineCho@dcccd.edu  
(Please refer to the syllabus and online announcements prior to emailing the professor. Dr. Cho will reply to only DCCCD Student e-mail messages concerning the course. Also, Dr. Cho will not respond to hostile or crude messages. Please set up a DCCCD Student E-mail account prior to the second week of classes. See page 12.)  
* I do not respond to e-mail messages during weekends and holidays.

Office Hours: Virtual Office Hours (TBA) or by Appointment (via Skype)  
Dept. Office: G138  
Dept. Phone: 972-860-7124

Course Prerequisites:  
English 1301, English 1302, and have met Texas Success Initiative (TSI) standards in Reading and Writing.

COURSE DESCRIPTION:  
2014 Core Curriculum Foundational Component Area: 040 Language, Philosophy and Culture Course Description:  
This course is a survey of American literature from the period of exploration and settlement to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character.  
Approval Number: 23.1402.51 12

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

Core Objectives:
ENGL 2326 develops the following Core Objectives:
**Critical Thinking** - to include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information.
**Communication** - to include effective development, interpretation, and expression of ideas through written, oral, and visual communication.
**Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.
**Personal Responsibility** - to include the ability to connect choices, actions, and consequences to ethical decision-making.

Core Objective Development Statements:
ENGL 2326 develops **Critical Thinking** and **Communication** by requiring students to read, reflect, and respond critically to a variety of texts in essays, as well as other possible projects, produced both in and out of class.
ENGL 2326 develops **Teamwork** by requiring students to participate in peer editing and/or team research and project creation.
ENGL 2326 develops **Personal Responsibility** by requiring students to attend scheduled conferences on time and prepared; and by submitting work on time and in the manner determined by the instructor (electronic, Safe Assign, hard copies).

WARNING/CAUTION:
Please be aware that some of the short stories, prose/plays, poetry, films, novels, and visual representations may be considered offensive to some individuals. This course is for mature adults. Students who feel uncomfortable in such situations should consider enrolling in another literature class.

REQUIRED BOOKS:

ISBN 0312385099 *Everything Asian: A Novel Fan* by Sung J. Woo

ISBN 0-295-95525-2 or 978-0295955254 *No-No Boy* by John Okada

ISBN 0939165589 *Looking Like the Enemy* by Mary Matsuda Gruenewald

ISBN 0312322674 or 978-031-232-2670 *We Should Never Meet* by Aimee Phan

ISBN 0679721886 *The Woman Warrior* by Maxine Hong Kingston
(The books are available for purchase or rent at the Eastfield College Bookstore in the N Bldg. Please check the Eastfield College website for the bookstore hours and the map for the location of the bookstore.)

**WRITING EXPECTATIONS:**
All writing assignments must comply with the MLA format. No other exceptions allowed. The essay must be double-spaced. The font size is 12, and the font style is Times New Roman. Please consult an updated MLA handbook or NoodleTools for MLA inquiries. Essays should be typed and submitted online via e-campus. Please keep a copy of your assignments. Also, keep a copy of each graded essay.

**ACADEMIC HONESTY & PLAGIARISM**
Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct. published in the DCCCD Catalog at http://www1.dcccd.edu/cat0506/ss/code.cfm

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. **Cheating** includes copying from another student’s test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an unadministered test, and substituting for another person to take a test. **Plagiarism** is the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work. **Collusion** is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college.

In any written paper, you are guilty of the academic offense known as plagiarism if you partially or entirely copy the author’s sentences, words. For such an offense, a student will receive a zero on the assignment and can receive an F for the course. You cannot mix the author’s words with your own or “plug” your synonyms into the author’s sentence structure. To prevent unintentional borrowing, resist the temptation to look at the source as you write. The author’s words, phrases, sentences must be put in your words, in your way of writing. When you do this, you are demonstrating the ability of understanding and comprehension. **If you summarize, paraphrase or directly quote from an author, you must use the appropriate documentation because the ‘idea(s)’ still belong to the author.**

Please be advised that academic dishonesty and plagiarism are serious issues that may result in serious consequences. Students should be aware that they are responsible for their behavior concerning these issues. This class will adhere to the student’s “Responsibility” as detailed in the DCCCD district-wide statement and the Eastfield College Student Code of Conduct explained in the Eastfield College and district catalogs or on-line at the district website (https://www1.dcccd.edu/cat0608/ss/code.cfm).
Consequences for Academic Dishonesty and/or Plagiarism: Any student in this English 2326 class found guilty of cheating on an examination or of Plagiarism (using the definitions given for both terms in the attached document, student “Responsibility”) will receive one or more of the following penalties:

- The grade of zero (0) on that particular assignment.
- A course grade of F (depending on the severity of the student’s dishonesty or plagiarism).
- The professor may request that the student drop the class.

Plagiarism is taking ownership of someone else’s published or unpublished work, ideas and etc. Basically, plagiarism is WRONG. The act of Plagiarism displays academic dishonesty, and it will result in failure of the course. **If you cheat or plagiarize at least one assignment, you will receive a grade of “F” for the assignment and a course grade of “F.”**

INTELLECTUAL PROPERTY: All course materials and course content are the intellectual property of the instructor. As a result, recording audio or video of the class, as well as the duplication of or forwarding of e-mail and Blackboard postings is prohibited without written permission. For example, you may not post materials from the class, audio of lectures, or video of the class to personal web pages, Facebook, YouTube or any other electronic or print medium without the written consent of the instructor.

ASSIGNMENTS:
Please read all of the reading assignments. Essays are due on the day they are requested by the instructor. Quizzes will cover reading assignments. **Extra Credit will not be offered for this course.**

COURSE SCHEDULE:
If you are repeating this course, please do not submit the same assignments from a previous course. Also, resubmitting work from another course will result in a failing grade.

Week 1: 8/27 – 8/31

View Online Orientation and Syllabus.
View the information posted in “Assignments.”
View the PowerPoint presentation on the “Elements of Fiction.”
Read Sung J. Woo’s *Everything Asian*.
Read the posted information related to *Everything Asian* in ecampus.
Please post your student introduction via Discussion Forum on/before 8/29.

Set-up your DCCCD Student E-mail account for future e-mail communication. Please see pages 11 -12 of this syllabus for DCCCD Student Email information. Also, read the E-mail Etiquette information in ecampus.
Send a short e-mail message to Dr. Cho by using your DCCCD Student E-mail on/before 8/30. Include your course and section numbers in the subject area or in the message. This e-mail assignment is not for a grade; however, it is a requirement.
Week 2: 9/3 – 9/7

**Labor Day Holiday is 9/3.**
Finish reading Sung J. Woo’s *Everything Asian.*
Submit the Receipt of Syllabus and Orientation on/before 9/4.

Week 3: 9/10 – 9/14

**Discovery 1 is due on/before 9/10.**
Read Mary Matsuda Gruenewald’s *Looking Like the Enemy.*
Read the posted information related to *No-No Boy* and *Looking Like the Enemy* in ecampus.
**Questions for *Everything Asian* are due on/before 9/13.**
Post your comments for *Everything Asian* via discussion forum on/before 9/14.

Week 4: 9/17 – 9/21

Finish reading Mary Matsuda Gruenewald’s *Looking Like the Enemy.*
Post your comments for *Looking Like the Enemy* via discussion forum on/before 9/21.

Week 5: 9/24 – 9/28

Read John Okada’s *No-No Boy.*
Read the posted information related to *No-No Boy* and *Looking Like the Enemy* in ecampus.
**Questions for *Looking Like the Enemy* are due on/before 9/25.**

Week 6: 10/1 – 10/5

Finish reading Okada’s *No-No Boy.*
Post your comments for *No-No Boy* via discussion forum on/before 10/5.

Week 7: 10/8 – 10/12

**Discovery 2 is due on/before 10/8.**
**Questions for *No-No Boy* are due on/before 10/9.**
Read Aimee Phan’s *We Should Never Meet.*
Read the posted information related to *We Should Never Meet* in ecampus.

Week 8: 10/15 – 10/19

Continue reading Aimee Phan’s *We Should Never Meet.*

Week 9: 10/22 – 10/26

Finish reading Aimee Phan’s *We Should Never Meet.*
**Questions for *We Should Never Meet* are due on/before 10/25.**
Post your comments for *We Should Never Meet* via discussion forum on/before 10/26.

Week 10: 10/29 – 11/2

**Discovery 3 is due on/before 10/29.**
Read Maxine Hong Kingston’s *Woman Warrior.*
Read the posted information related to *Woman Warrior* in ecampus.
**Essay 1 is due on/before 11/1. Zero point for late essays**

Week 11: 11/5 – 11/9

Continue reading Maxine Hong Kingston’s *Woman Warrior.*
**Discovery 4 is due on/before 11/5.**

Week 12: 11/12 – 11/16

Finish reading Maxine Hong Kingston’s *Woman Warrior.*
Post your comments for *Woman Warrior* via discussion forum on/before 11/16.

Week 13: 11/19 – 11/23

**Questions for *Woman Warrior* are due on/before 11/19.**
View the PowerPoint presentation on “The Elements of Poetry.”
Read the assigned poems. See the folder titled “Poems to Read.”
**Thanksgiving Holiday is 11/22.**

Week 14: 11/26– 11/30

**Essay 2 is due on/before 11/27. Submit it via ecampus.**
**Zero point for late essays**
Post your comments for the poems via discussion forum on/before 11/30.

Week 15: 12/3– 12/7

Work on your Final Exam.

Week 16: 12/10– 12/14

**Final Exam is due on/before 12/11. Late Final Exams will not be accepted.**

**EVALUATION:**
Your grade will be based on the following points:

<table>
<thead>
<tr>
<th>Discussion Forums</th>
<th>Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>15</td>
</tr>
</tbody>
</table>
**Discoveries** 15
**Essay #1** 20
**Essay #2** 20
**Final Exam (Includes visual presentation)** 20

Total Points 100

**COURSE GRADE:**

<table>
<thead>
<tr>
<th>Points</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>90-100 pts.</td>
<td>A</td>
</tr>
<tr>
<td>80-89 pts.</td>
<td>B</td>
</tr>
<tr>
<td>70-79 pts.</td>
<td>C</td>
</tr>
<tr>
<td>60-69 pts.</td>
<td>D</td>
</tr>
<tr>
<td>59 and below</td>
<td>F</td>
</tr>
</tbody>
</table>

*I do not provide make-up quizzes or exams. Late Assignments (Essays, quizzes, discussion board postings, presentations, and questions) will not be accepted. The due dates for the Assignments are listed on this syllabus. If you cheat or plagiarize at least one assignment, you will receive a grade of “F” for the assignment and a course grade of “F.”

***Essays and assignments sent via electronically (Designated Assignment) must be confirmed via email by the student. In other words, the student may check back with the instructor to make sure that the instructor did receive the essay electronically. Additionally, the instructor is NOT responsible for any problems with servers, electrical outages, non-responsive emails, or any other entity/activity that would interfere with the essay being emailed by the due date and time, as determined by the instructor. Attach your essay to the designated assignment via e-campus. Do not send your completed work via e-mail or digital drop box.

SCO (Second Chance Opportunity) – Unexpected things happen during the semester (e.g. family/personal emergency, confusion of due dates because of multiple courses, temporary forgetfulness, writer’s block, sudden changes in work schedule, etc.). Therefore, you are allowed to submit only one of the late/missing essays within 48 hours after the due date if you agree to certain conditions. Example: If the essay is due on Monday, you may submit the assignment on Wednesday via DCCCD Student Email because the ecampus assignment link will not be available after the due date. A reduction of a letter grade, equivalent to 1 or 2 points, will be applied to the final grade of the late essay. Since it is not fair to those students who have submitted their essay on time, you will not earn full credit for the late essay. Example: If you earned 16.0 (B) for the late essay, your final grade for the essay will be changed to 14.0 (C). The
SCO will be applied to only one late/missing essay. It does not include the other assignments. Each additional late or missing essay will result in a grade of zero. If you miss a discussion forum, Questions, Discoveries, and/or final exam, SCO does not apply. Eventually, the updated grade for the late essay will replace the zero grade in “My Grades,” so please be patient. Before the final exam week, you must have completed at least 60% of the coursework in order for Dr. Cho to apply the SCO to the submitted late/missing assignment. SCO will not be given to students who completed less than 60% of the coursework before the final exam week. If the student agrees to these conditions, then he or she may request for the SCO by contacting Dr. Cho via DCCCD Student email on the day the assignment is due or the day before the assignment is due. SCO is a privilege not a right, so please do not negotiate for more SCOs.

* Please note that SCO is Dr. Cho’s policy, so she will not offer it if the student does not agree to the above conditions or decides to manipulate it for his or her advantage. No other exceptions and negotiations allowed. Each professor conducts his or her class differently.

ATTENDANCE AND PARTICIPATION:
Attendance is based on your participation and submitting work on time. You must participate in the Discussion Forums and submit all assignments on time. **Extra credit will not be offered for this course.**

CLASSROOM ENVIRONMENT:
In Discussion Board forums, peer review, virtual classroom, and e-mail communication, please be courteous to the student and instructor/professor. Please do not e-mail crude or hostile messages to your fellow classmates and instructor/professor. Crude or inappropriate language will not be tolerated. Please see the “Orientation” document for more information regarding classroom environment.

INSTITUTIONAL POLICIES

DROP / WITHDRAWAL POLICY AND SEMESTER DROP DATE
If you are unable to complete this course, it is your responsibility to withdraw. Withdrawing is a formal procedure which you must initiate; your instructor cannot do it for you. You must withdraw through the Admissions/Registrar’s Office (C119) in **person** or **by mail** by **November 15, 2018**. You may also withdraw through eConnect. Failure to withdraw before the deadline will result in receiving a performance grade, usually a grade of “F.” You will receive a “W” (“Withdraw”) in each class dropped. A “W” shows up on your transcript BUT does not hurt your GPA.

CERTIFICATION POLICY AND CERTIFICATION DATE
You must attend and participate in your on-campus or online course(s) in order to receive federal financial aid. Your instructor is required by law to validate your attendance in your on-campus or online course in order for you to receive financial aid. You must participate in an academic related activity pertaining to the course but not limited to the following examples: initiating contact with your instructor to ask a question about the academic subject studied in the course; submitting an academic assignment; taking an exam; completing an interactive video; participating in computer-assisted instruction; attending a study group assigned by the instructor; or participating in an online discussion board about academic matters relating to the course. In an online course, simply logging in is not sufficient by itself to demonstrate academic
attendance. You must demonstrate that you are participating in your online class and are engaged in an academically related activity such as in the examples described above. Failure to do so will prevent you from being certified and will affect your financial aid. The certification date for this course is **September 10, 2018.**

***STOP BEFORE YOU DROP: THE 6 DROP RULE***
For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than six courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated six non-exempt drops, you cannot drop any other courses with a “W.” Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: [https://www1.dcccd.edu/coursedrops](https://www1.dcccd.edu/coursedrops).

**DISTRICT THIRD ATTEMPT POLICY/ REPEATING A COURSE**
Effective for Fall Semester 2005, the Dallas County Community Colleges will charge a higher tuition rate to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in higher tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 semester. More information is available at: [http://www.dcccd.edu/Current+Students/Paying+for+College/Third+Course+Attempt/](http://www.dcccd.edu/Current+Students/Paying+for+College/Third+Course+Attempt/).

**FINANCIAL AID STATEMENT**
If you are receiving Financial Aid grants or loans, you must begin attendance in all classes. Do not withdraw or stop attending any class without first consulting the Financial Aid Office (C237). Non-attendance or withdrawals may affect your eligibility to receive further financial aid and could cause you to be in a position of repayment for the current semester. Also, students who do not withdraw from a class but fail to attend or participate after the drop date are also subject to this policy, that is, may be in a position of repayment for the current semester.

**TEXAS SUCCESS INITIATIVE (TSI)**
The Texas Success Initiative (TSI) is a statewide program designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSI requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. The program assesses a student's basic academic skills in reading, writing, and math. Passing the assessment is a prerequisite for enrollment in many college level classes. Students who do not meet assessment standards may complete prerequisite requirements by taking developmental courses in the deficient area and passing them with a grade of C or higher. Additional information is available at [https://www1.dcccd.edu/cat0506/admiss/tsi_requirements.cfm](https://www1.dcccd.edu/cat0506/admiss/tsi_requirements.cfm).
ADA STATEMENT—STUDENTS WITH LEARNING, MENTAL, OR PHYSICAL DISABILITIES:

Students requesting accommodations due to the presence of a disability must identify themselves in a timely fashion and demonstrate/document the need for accommodation through the Disability Services Office (DSO). For information regarding the rights and responsibilities of students with disabilities, contact (DSO) at (972) 860-8348 voice/TDD.

DCCCD Office of Institutional Equity Syllabi Statement – Fall 2018

The Office of Institutional Equity, in coordination with DCCCD colleges, has the primary responsibility for reviewing, updating and carrying out compliance policies and procedures. The institutional equity and compliance officer and the Office of Institutional Equity make sure that college district policies and federal and state laws related to sexual assault, Title IX, Title II (Americans With Disabilities Act) and the Military Veterans Full Employment Act are followed to support diversity and inclusion.

Students With Disabilities: If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please inform DSO to forward your accommodation request to your instructor as soon as possible, preferably at the start of the semester or program. For more information about the College Disability Services Office, please visit the Student Services website: dcccd.edu/DSOffices or contact the DCCCD Office of Institutional Equity at 214-378-1633.

College Disability Services Offices

<table>
<thead>
<tr>
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<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brookhaven</td>
<td>972-860-4673</td>
</tr>
<tr>
<td>Cedar Valley</td>
<td>972-860-8119</td>
</tr>
<tr>
<td>Eastfield</td>
<td>972-860-8348</td>
</tr>
<tr>
<td>El Centro</td>
<td>214-860-2411</td>
</tr>
<tr>
<td>Mountain View</td>
<td>214-860-8677</td>
</tr>
<tr>
<td>North Lake</td>
<td>972-273-3165</td>
</tr>
<tr>
<td>Richland</td>
<td>972-238-6180</td>
</tr>
</tbody>
</table>

Note on Harassment, Discrimination and Sexual Misconduct

We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence) or retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity and/or gender expression, please contact your college Title IX coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety.

We are concerned about the well-being and development of our students and are available to discuss any concerns. There are both confidential and nonconfidential resources and reporting options available to you. If you wish to keep the information confidential, please contact college
Counseling or student Health Services. As required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the college Title IX coordinator or district Title IX coordinator. The Title IX coordinator will contact you and determine if further investigation is needed. For more information about policies, resources or reporting options, please contact your college Title IX coordinator or visit dcccd.edu/TitleIX.

<table>
<thead>
<tr>
<th>College Title IX Coordinators</th>
<th></th>
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</tr>
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<tbody>
<tr>
<td>Brookhaven</td>
<td>Terri Edrich</td>
<td><a href="mailto:TitleIX-BHC@dcccd.edu">TitleIX-BHC@dcccd.edu</a></td>
</tr>
<tr>
<td>Cedar Valley</td>
<td>Grenna Rollings</td>
<td><a href="mailto:TitleIX-CVC@dcccd.edu">TitleIX-CVC@dcccd.edu</a></td>
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<tr>
<td>Eastfield</td>
<td>Rachel Wolf</td>
<td><a href="mailto:TitleIX-EFC@dcccd.edu">TitleIX-EFC@dcccd.edu</a></td>
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<tr>
<td>El Centro</td>
<td>Shaneec’ Moore</td>
<td><a href="mailto:TitleIX-ECC@dcccd.edu">TitleIX-ECC@dcccd.edu</a></td>
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<tr>
<td>Mountain View</td>
<td>Regina Garner</td>
<td><a href="mailto:TitleIX-MVC@dcccd.edu">TitleIX-MVC@dcccd.edu</a></td>
</tr>
<tr>
<td>North Lake</td>
<td>Francynne Maynard</td>
<td><a href="mailto:TitleIX-NLC@dcccd.edu">TitleIX-NLC@dcccd.edu</a></td>
</tr>
<tr>
<td>Richland</td>
<td>Bill Dial</td>
<td><a href="mailto:TitleIX-RLC@dcccd.edu">TitleIX-RLC@dcccd.edu</a></td>
</tr>
<tr>
<td>Dallas Colleges Online</td>
<td>Le’Kendra Higgs</td>
<td><a href="mailto:TitleIX-LEC@dcccd.edu">TitleIX-LEC@dcccd.edu</a></td>
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<tr>
<th>District Title IX Coordinator</th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>Office of Institutional Equity</td>
<td>LaShawn Grant</td>
<td><a href="mailto:TitleIX-District@dcccd.edu">TitleIX-District@dcccd.edu</a></td>
</tr>
</tbody>
</table>

FAMILY EDUCATIONAL RIGHTS and PRIVACY ACT of 1974 (FERPA):

In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

ACADEMIC HONESTY POLICY/ CODE OF CONDUCT:

Academic honesty is expected, and integrity is valued in the Dallas County Community College District. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at https://www1.dcccd.edu/cat0406/ss/code.cfm. In this course, violators of the Academic Honesty Policy will receive an “F” for the work done under academic dishonesty and cannot be made up.

PRINTING ON CAMPUS:

Printing in the Learning Commons (Library and Tutoring Center) will cost 10 cents a page. You must bring a one, five, ten, or twenty dollar bill to the lab to create a print account before you can print. No change is made in the lab. Once the money is in the bill acceptor, it cannot be retrieved. No cash refunds are possible. An account stays active (and therefore, you can print) as long as the account has value (that is, has money in it).
RELIGIOUS HOLIDAYS/ OBSERVANCES
Students who will be absent from class for the observance of a religious holiday must notify the instructor in advance. Please refer to the college catalog section on Student Responsibilities.

STUDENT E-MAIL:
Legal privacy issues prevent your instructor from discussing your work or your grades on commercial e-mail accounts. If you wish to send assignments/drafts as attachments to an e-mail (and the instructor permits it), or if you have a question about your grade, you must open a student e-mail account. The account is free. You may set it up by going to http://www.dcccd.edu/MSOffice. All communication should be conducted through your official student email account.

INCLEMENT WEATHER STATEMENT:
In the event there is inclement weather that affects regular scheduled classes and events on the Eastfield College campus, the Dallas County Community College District and Eastfield College web pages will display a notification of any closings or delays. If there is no notice of changes or delays, then classes are in session as usual. You also may refer to announcements on major television and radio stations (like KEOM-FM radio 88.5) in the event that the DCCCD or Eastfield College Internet sites cannot be accessed.

OBTAINING GRADES AT THE END OF THE SEMESTER:
Grade reports are no longer mailed. Convenient access is available online or by telephone. Just use your student identification number when you log in to e-Connect or call DCCCD Touch Tone Services. Web site address: http://econnect.dcccd.edu/. Telephone number: 972-613-1818.

DISCLAIMER RESERVING RIGHT TO CHANGE SYLLABUS/COURSE SCHEDULE:
Dr. Cho reserves the right to amend this syllabus as necessary.

FOR ADDITIONAL INSTITUTIONAL POLICIES, VISIT THIS LINK: