MOBERLY AREA COMMUNITY COLLEGE  
Common Syllabus  
HSC120 HEALTH and HYGIENE  
Current Term  

Instructor:  
Office Number:  
Office Hours:  
Class days and time:  
Contact Information:  
Classroom number:  

Credit hours: 2 didactic, 0 clinical/lab, 2 total  
Health and Hygiene is a study of personal health issues with the goal of developing decision-making skills. An emphasis is placed on health behavior and health decision-making dealing with consumer choices, personal habit choices, sexual choices, and chemical choices.

Text/Course Materials  
The book is available within the course itself.  

Purpose of Course  
To provide foundational health knowledge with an emphasis on developing healthy behaviors and lifestyle. Guidance and considerations will be provided for the development of decision-making skills relating to personal health choices with discussion on how these choices affect overall health.

Course Objectives  
- Develop a comprehensive and holistic understanding of health in the context of social, cultural, and physical environments including areas of mental, emotional, social, nutritional, physical, and sexual health.  
- Identify unhealthy behaviors and potential disorders in the areas of personal, mental, emotional, nutritional, physical and sexual health.  
- Identify reproductive choices and methods of contraception.  
- Develop an understanding of the adverse effects from alcohol, tobacco and drug use.  
- Identify threats to the state of health including infectious diseases, chronic diseases, cancer, injury, and violence.
• Apply the health knowledge and understanding to personal health through completion of the health portfolio. Challenge self to identify areas for potential change.

Connection with Health Science Division (HSD) Outcome Statement

In compliance with MACC’s HSD outcomes, the student who successfully completes this course will be able to:
1. Demonstrate effective written and oral communication through the development of a comprehensive personal health portfolio.

ASSESSMENT OF STUDENT LEARNING

Assessment

Personal Health Activities: 140 points
Discussions: 130 points
Quizzes: 131 points
Exams (Midterm and Final): 240 points

Description of Assignment(s)/Projects(s)

Refer to Canvas Course Modules

Expected Study Time Commitments

Students should expect to spend approximately 2 to 4 hours per week studying, reading, and working on assignments for each registered credit hour. For example, 4 to 8 hours per week may be expected for a 2-credit hour class.

Grade Scale
A = 90-100%
B = 80-89%
C = 70-79%
D = 60-69%
F = 59 and below

INSTRUCTOR POLICIES

Tardiness:

Make-up work and late work:

Extra-credit work:

Schedule of Student Assignments/Activities

Please see Canvas calendar and modules for due dates. All due dates are considered firm. Late
and/or incomplete work may result in a significant grade reduction. Exceptions related to late work are covered under the **Late Work Policy**.

- Discussion posts are typically due on Tuesday of each respective unit week, with meaningful replies to at least 2 other students by the following Sunday. Failure to submit the initial post or the replies to classmates by the due date, but made within 24 hours following the due date, will result in a 50% deduction of point. Submissions made after the 24-hour grace window, will receive zero points.
- Failure to submit health assignments and quizzes by the due date, but made within 24 hours following the due date, will result in 50% reduction in earned points. Submissions made after the 24-hour grace window, will receive zero points.
- The Mid-Term and Final exam dates are set and deadlines are considered firm. Failure to timely schedule and complete within the open window will result in zero points.

**COLLEGE POLICIES**

**Attendance**

Students are expected to attend all class sessions for which they are enrolled. The College reserves the right to drop or withdraw students from courses due to lack of attendance.

Students need to be aware that dropping/being dropped from a course and their last date of attendance in the course may impact their financial aid.

MACC faculty are required to track attendance and report lack of attendance. An instructor must complete the appropriate steps to drop a student within one week following the student’s violation of the attendance policy. Additionally, a student’s attendance rate will be calculated based upon the first day the academic session begins (not the student’s date of enrollment in the course). If a student does not attend a course as defined below, the student will be dropped as “Never Attended.”

**Term Length Drop Calculations**

- **16-week:** Any student who misses two (2) consecutive weeks of class will be dropped from the course by the instructor unless acceptable justification is provided by the student and the student still has the opportunity to be successful in the course.
- **8-week:** Any student who misses one (1) consecutive week of class will be dropped from the course by the instructor unless acceptable justification is provided by the student and the student still has the opportunity to be successful in the course.
4-week: Any student who misses two (2) consecutive days of class will be dropped from the course by the instructor unless acceptable justification is provided by the student and the student still has the opportunity to be successful in the course.

Intersession: Any student who misses one (1) day of class will be dropped from the course by the instructor unless acceptable justification is provided by the student and the student still has the opportunity to be successful in the course.

Acceptable justification may include, but is not limited to, family emergencies, illness or injury, college-approved co-curricular and extra-curricular activities, and religious holidays.

**Definition of Course Attendance**

<table>
<thead>
<tr>
<th>In Seat Course</th>
<th>Physically attending scheduled, face-to-face, class meetings</th>
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<tbody>
<tr>
<td>Virtual Course</td>
<td>Being present, via appropriate platform, for scheduled class meetings/activities</td>
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<tr>
<td>Hybrid Course</td>
<td>Physically attending scheduled, face-to-face, class meetings and active participation in the online portion of the course which may include any or all of the following:</td>
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<td></td>
<td>• Completion of quizzes or exams during class meetings and online</td>
</tr>
<tr>
<td></td>
<td>• Submission of assignments during class meetings and online</td>
</tr>
<tr>
<td></td>
<td>• Participation in discussions during class meetings and online</td>
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<tr>
<td>Online Course</td>
<td>Active participation in an online course includes the following:</td>
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<tr>
<td></td>
<td>• Completion of quizzes or exams</td>
</tr>
<tr>
<td></td>
<td>• Submission of assignments</td>
</tr>
<tr>
<td></td>
<td>• Participation in threaded discussions</td>
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</tbody>
</table>

Simply logging into the Learning Management System (Canvas) and/or accessing the course and course related material does not constitute active participation for the online component of hybrid courses or for online courses. *(Policy Handbook, I.090 & M.095)*

**Academic Dishonesty**

MACC board policy is as follows: “Academic dishonesty by students damages institutional credibility and unfairly jeopardizes honest students; therefore, it will not be tolerated in any form.” Forms of academic dishonesty include but are not limited to the following: violations of copyright law, plagiarism, fabrication, cheating, collusion, and other academic misconduct. Incidents of dishonesty regarding assignments, examinations, classroom/laboratory activities,
and/or the submission of misleading or false information to the College will be treated seriously. The procedure for handling academic dishonesty is outlined in the Student Handbook (Policy Handbook M.010). **In cases of alleged academic dishonesty, the burden of proof is on the student, not on the instructor.**

**Student Email**

MACC Mail is the official student email system at MACC. Official college communication is sent via this email system. Students are responsible for checking their MACC Mail account regularly. Students may also receive notifications and reminders from MACC through the online learning platform. However, students should remain aware that the online learning platform messaging system and MACC Mail (student email) system are two separate systems.

**ADA Statement**

Students who have disabilities that qualify under the Americans with Disabilities Act may register for assistance through the Office of Access and ADA Services. Students are invited to contact the Access Office to confidentially discuss disability information, academic accommodations, appropriate documentation and procedures. For more information, please call either the Moberly office at (660) 263-4100 x 11240 or the Columbia office at (573) 234-1067 x 12120, or visit our web page at [http://www.macc.edu/services/access-office](http://www.macc.edu/services/access-office).

**Title IX Statement**

MACC maintains a strict policy prohibiting sexual misconduct in any form, including sexual harassment, sexual discrimination, and sexual violence. All MACC employees, including faculty members, are considered mandated reporters of sexual misconduct and as such are expected to contact the Title IX Coordinator when they become aware, in conversation or in writing, of an incident of sexual misconduct. For more information on this policy or to learn about support resources, please see [http://www.macc.edu/sexual-misconduct-policy](http://www.macc.edu/sexual-misconduct-policy) or contact Ms Cheryl Lybarger, MACC’s Title IX Coordinator, at 660-263-4110, ext. 11369 or CherylLybarger@macc.edu.