Instructor Contact Information
Instructor Name/Title: Cluster Howard, Professor

Office Hours: 10:00AM – 1:30PM T,W,TH
Office Location: Jackson Hall/Lees College Campus
Phone Number: 606-487-3529
Email Address: cluster.howard@kctcs.edu

Email is the best way to contact me if you have an issue. I will respond to all emails within 48 hours. It is best to call my office during office hours if you need to talk with me by phone.

I have worked as a Dean of Students, Coordinator of Student Life, and various other roles at HCTC. I have taught health courses at the college for more than thirty years. I attended a private community college as an undergraduate so I am aware of many of the issues that students deal with here at HCTC. My home is in Jackson, Kentucky and I have an office on the Lees College Campus.

Course Information
Course Description
The study of health promotion, wellness, and disease prevention concepts as applied to individual, family, and community health.
Prerequisites
None

Start Date: June 3, 2019
Midterm/Last Date to Withdraw Without Instructor Permission: June 17, 2019
Last Date to Withdraw with Instructor Approval: June 28, 2019
Final Exams: July 2, 2019

Textbook Information and Supplies:

Course Competencies/Student Learning Outcomes
Students will use writing assignments to demonstrate effective communication.
Students will demonstrate use of computer operations.
Students will learn how to think critically and make healthy decisions.
Students will complete all reading assignments.
General Education Course Competencies/Student Learning Outcomes
1. Conduct a hands-on project using scientific principles (Kinesiology and Health Promotion).
2. Demonstrate an understanding of the methods of science inquiry.
3. Explain basic concepts and principles in one or more of the sciences.
4. Apply scientific principles to interpret and make predictions in one or more of the sciences.
5. Explain how scientific principles relate to issues of personal and/or public importance.

Course Structure, Evaluation, and Grading Methods
Communication is a very important component of learning. I expect all students to be able to express themselves through their writing. It is expected that students use good grammar and I advise you to use spell check. Each paper is evaluated on content and how well you followed the assignment.

Course Components

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status of My Health Paper</td>
<td>100</td>
</tr>
<tr>
<td>Why People Use Drugs</td>
<td>100</td>
</tr>
<tr>
<td>Four Exams</td>
<td>400</td>
</tr>
</tbody>
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Total Points 600

Grading Policy/Scale
A = 540-600 / B = 480-559 / C = 420-479 / D = 360-419 / E = Below 360

Class Policies/Procedures

Inclement Weather Class Policy/Procedure
During periods of inclement weather, HCTC will either opens at 11:00 or be closed. On days that HCTC opens at 11:00 a.m., all courses scheduled BEFORE 11:00 a.m., will be canceled. Decisions regarding evening classes will be made by 4:00 p.m. Check local radio, TV stations, or the HCTC website for information.

General Class Make-up, Late Assignment Class Policy/Procedure
Assignments should be submitted on time and there are no provisions for extra work.

Attendance Class Policy/Procedure
This course requires continued participation to master the course content including the completion of the no-show activity by the end of the first week.

Withdrawal Class Policy/Procedure
A student may officially withdraw from any class up to and including the date of mid-term with a W grade assigned to the student’s record. If you withdraw after mid-term, you will need to get approval from the Instructor. Please request permission using your KCTCS email account. The last date to withdraw with the Instructor’s approval is June 28, 2019.
**Accommodations Procedure**

HCTC recognizes that a disability may preclude a student from demonstrating required course competencies or from completing course requirements. In compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any qualified student with disabilities may request appropriate course accommodations to ensure that full benefits are received and that the instructor is aware and can make the proper adjustments. Students are encouraged to meet with the Disability Services Representative to develop and complete an Accommodations Plan.

Julie Caudill, HCTC Disabilities Services Representative  
Phone: 606-487-3486 and Email: jcaudill0129@kctcs.edu

**Appeals Process**

Always begin the informal process by talking to your instructor. If issues cannot be resolved, then talk with the Dean/Supervisor (see below for contact information) of the faculty member. For information about academic rights, academic offenses, and the student’s formal right to appeal, review the [KCTCS Code of Student Conduct](#).

**Dean/Supervisor Contact Information**

Dean/Supervisor: Dean Leila Smith  
Office Location: 101 SAB/Lees College Campus  
Phone Number: 606-487-3504  
Email Address: Leila.Smith@kctcs.edu

**Additional Syllabus Information:**

Review the [HCTC Website](https://hazard.kctcs.edu): (from HCTC Website Click Current Students > Academic Resources > Syllabus Information)

**Print Version of URLs listed in the syllabus:**

- Academic Calendar: [https://hazard.kctcs.edu/education-training/academic-calendar/index.aspx](https://hazard.kctcs.edu/education-training/academic-calendar/index.aspx)
- HCTC Syllabus Website: [https://hazard.kctcs.edu/current-students/academic-resources/syllabus_information.aspx](https://hazard.kctcs.edu/current-students/academic-resources/syllabus_information.aspx)
- Student Code of Conduct: [https://kctcs.edu/current-students/academic-resources/code-of-student-conduct.aspx](https://kctcs.edu/current-students/academic-resources/code-of-student-conduct.aspx)