

Tulsa Community College Syllabus Attachment

Student Conduct

Tulsa Community College's Student Handbook includes rules that address the responsibilities and conduct required of all TCC students. The Student Code of Conduct, Academic Code of Integrity, Sexual Misconduct, and other relevant policies are all accessible at <https://www.tulsacc.edu/student-resources/student-handbook>.

Notice of Non-Discrimination

Tulsa Community College does not discriminate on the basis of race, color, national origin, sex, age, religion, qualified disability, status as a veteran, sexual orientation, gender identity, genetic information, or any other basis protected by applicable discrimination law in its policies, practices, or procedures. This includes, but is not limited to admissions, employment, financial aid and educational programs, activities, or services. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Heather Hancock
Director of Civil Rights Compliance/Title IX
Coordinator
909 S. Boston Ave, Room 505,
Tulsa, Oklahoma
Phone (918) 595-7842
email: TCCTitleIX@tulsacc.edu

Nate Todd
Dean Student Success & Equity/504 Coordinator
3727 East Apache Street, Room AB 218A
Tulsa, Oklahoma
Phone (918) 595-8080
email: nate.todd@tulsacc.edu

For more information, www.tulsacc.edu/civilrightscompliance.

FERPA

The Family Educational Rights and Privacy Act of 1974 (FERPA) is a federal law designed to protect the privacy of educational records and is enforced by the Family Policy Compliance Office of the U.S. Department of Education (FPCO). Student records at Tulsa Community College are maintained in compliance with FERPA, for more information see www.tulsacc.edu/student-resources/student-records.

COVID-19 Considerations

TCC is actively monitoring best practices and updating guidance based on the recommendations of the Centers for Disease Control and Prevention ("CDC"), state, and local health authorities. The current TCC COVID-19 Return to Campus plan is available at <https://www.tulsacc.edu/campus-life/campus-safety/coronavirus/return-campus-plan>. Students are responsible for knowing and complying with requirements outlined in the plan. Masks are no longer required on TCC campuses, but their use is expected for fully vaccinated and unvaccinated individuals per CDC guidance. Any suspected contact with a COVID-19 positive individual must be reported at publichealth@tulsacc.edu.

Academic Integrity

TCC is dedicated to providing the strongest learning-centered environment possible for student development. When students are admitted to and/or enroll they assume obligations to observe standards of academic conduct, which includes not engaging in academic dishonesty and plagiarism as more fully outlined in the Academic Code of Integrity, which can be accessed at www.tulsacc.edu/student-resources/student-handbook

Reasonable Accommodations

It is the policy and practice of TCC to create an equitable and inclusive learning environment that respects the academic needs of students. Reasonable accommodations are available for students with documented disabilities in compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA). To request accommodations, visit <https://www.tulsacc.edu/student-resources/accessibility-resources>. Students can also contact Accessibility Resources via e-mail at ar@tulsacc.edu, 918-595-7115 (Voice) or text 918.810.0292. Deaf and hard of hearing students may text 918-809-1864, or e-mail rcdhh@tulsacc.edu.

Pregnancy Accommodations

TCC does not discriminate against any student on the basis of pregnancy or related conditions. Absences due to medical conditions relating to pregnancy will be excused for as long as deemed medically necessary, and students will be given the opportunity to make up missed work. A student is allowed to return to the same academic and extracurricular status as before the medical leave began. Students needing accommodations can seek assistance from the Title IX Office, 918-595-8590, TCCTitleIX@tulsacc.edu.

Concurrent Enrollment (Concurrently-enrolled High School Students)

The policies established on a professor's syllabus and identified on this syllabus attachment apply to high school students taking college classes. Unlike high school teachers, college professors do not excuse absences because of extracurricular activities, may not update their grade books every week, and do not discuss a student's academic progress with parents or high school personnel. In addition, high school students should attend classes when the College is in session, even if their high school is closed. High school students may drop or withdraw using the College's academic calendar (see www.tulsacc.edu/dualcredit - current student resources for forms/directions.) Students must meet with their high school counselor **to add a new course** to their TCC semester course enrollments.

E-mail Notifications

In order to assure timely and efficient communication, the College establishes e-mail as an acceptable means of official communication. All College students, faculty, and staff will be assigned an official College e-mail account. Official College communications may be sent to this account. E-mail sent to this account is expected to be read in a timely fashion, except in circumstances where access to e-mail is impracticable. Faculty and staff may assume that a student's official College e-mail is a valid mechanism for communicating with that student. Account holders who choose to have e-mail forwarded to another e-mail address do so at their own risk. An account holder's failure to receive or read, in a timely manner, official College communications sent to an official e-mail account does not absolve the account holder from knowing and complying with the content of the official communication.

Attendance Policy

A student is responsible for the content of any course in which he or she is officially enrolled. The establishment of a specific policy concerning class attendance requirements, as well as announced and unannounced examinations, is the responsibility of the individual instructor.

Weather-Related Information

TCC Alerts notifies you immediately during a crisis, emergency, or weather-related event. TCC Alerts delivers important emergency notifications and updates to you via phone call, e-mail, and text message. When an incident or emergency occurs, TCC Alerts is your personal connection to real-time updates, instructions on where to go, what to do, or what not to do. This is a free service offered by Tulsa Community College. Your wireless carrier may charge you a fee to receive messages on your wireless devices. Log in to MyTCC to update your account information.

Wellness Services

TCC Wellness Services offers health education, short-term counseling and connection to resources for everyday needs. To text with a crisis counselor, text RELIEF to 741741. The National Suicide Prevention Lifeline is available 24/7 at 1-800-273-8255. If you need to speak to a counselor immediately, please call Family and Children's Services COPES line at 918-744-4800 24 hours a day/7 days a week. For more information, please visit www.tulsacc.edu/Wellness or e-mail wellness@tulsacc.edu.

Marijuana

Despite the passage of State Question 788, the use, possession, sale, or distribution of marijuana (including medical marijuana and products containing marijuana) on any College-owned or controlled property is illegal and against TCC guidelines. Specifically, possession or use (including smoking or consuming) marijuana is not allowed on any TCC property (including TCC parking lots) or at College-sponsored activities. Additionally, you may not come to class or work under the influence.