Division of Social and Behavioral Sciences
Psychology Department
http://www.hccs.edu/programs/areas-of-study/social--behavioral-sciences/psychology/

PSYC 2301: General Psychology | Lecture | CRN14332
Fall 2018 | 16 Weeks (8.27.2018-12.16.2018)
In-Person | Katy Campus/ Room 108 | Fridays/ 8:00am -10:50am
3 Credit Hours | 48 hours per semester

Instructor Contact Information
Instructor: Brendi Schramm, MA, LMSW  Office Phone: 713-718-5757
Office: Katy Campus  Office Hours: Fridays 10:50am - 11:30am
HCC Email: brenda.schramm@hccs.edu  Office Location: Classroom #108

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics.

Instructor’s Preferred Method of Contact
My preferred method of contact is communicating directly in class or via HCC Outlook email at brenda.schramm@hccs.edu. I check and respond to emails daily and will get back to you within 24 hours during the week and within 48 hours on the weekend. Please feel free to contact me concerning any problem that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. I am available to hear your concerns and also to discuss course topics.

What’s Exciting About This Course
People have been fascinated about human behavior throughout the centuries, including the great Greek philosophers Socrates, Plato, and Aristotle. Students today are inquisitive to know what are the factors behind their own, as well as other’s, behaviors, attitudes, and emotions. They also have many questions related to psychology, such as are there best practices to rearing children and life-long development or is it just luck? Why do some people seem to be intrinsically happy while others struggle with feeling the blues? The study of psychology helps to answer these and many other related questions, as well as push the frontier of our understanding of human behavior.

In PSYC2301 you will learn the basics of human behavior, emotion, motivation, etc. You will explore psychological theory that relates to how we learn, remember, and interact with others. You will study the differences between personality types, how the mind impacts
overall health, how we develop from children, and whether people are born with psychological disorders. The information in this course will enable you to understand the people in your life as well as develop new habits to increase your personal success.

My Personal Welcome

Welcome to PSYC2301 General Psychology—I’m delighted to have you in this class! I hope that you find this a rewarding experience, not only for your educational program, but also for your personal life. My goal is to make this course practical as well as informative, social as well as individually beneficial. I find that students not only come to class to learn, but also to contribute and to share their knowledge and life experiences. You are a valuable part of the educational experience of this course in these upcoming weeks of class. I hope that the concepts and ideas that you learn in this course will stay with you long after the completion of this course and make an indelibly positive impact on your life. Welcome to the course! Remember that I am here to assist you in this class.

Prerequisites and/or Co-Requisites

PSYC 2301 requires college-level reading and writing skills. Research indicates that you are most likely to succeed if you have already taken and passed ENGL 1301. The minimum requirements for enrollment in PSYC 2301 include placement in college-level reading (or take INRW 0420 or ESOL 0360 as a co-requisite). If you have enrolled in this course having satisfied these prerequisites, you have a higher chance of success than students who have not done so. Please carefully read and consider the repeater policy in the HCCS Student Handbook.

Eagle Online Canvas Learning Management System

This section of PSYC 2301 will use Eagle Online Canvas (https://eagleonline.hccs.edu) to supplement in-class assignments, exams, and activities. Eagle Online Canvas will be used to provide the course grades and also informational resources, such as the FINAL EXAM HANDBOOK, scoring rubrics for assignments and other information to assist students. There will not be any graded work within Canvas. All graded assignments will be provided to students in class.

HCCS Open Lab locations may be used to access the Internet and Eagle Online Canvas. It is recommended that you USE FIREFOX OR CHROME AS YOUR BROWSER.

HCC Online Information and Policies

Although this is an in-person class, I encourage you to visit the HCC Online information pages. They contain a great deal of useful information about using Canvas. Here is the link to HCC Online: http://www.hccs.edu/online/.

Scoring Rubrics, Assignment Instructions, etc.

Look in Eagle Online Canvas for the scoring rubrics for assignments, assignment instructions, exam instructions, and other information to assist you in the course. https://eagleonline.hccs.edu/login/ldap
Instructional Materials

Textbook Information


It is included in a package that contains the text as well as an access code that may be purchased at the HCC Bookstore. You may either use a print copy of the book or rent the e-book from the publisher. Order your book here: HCC Bookstore

Temporary Free Access to E-Book

Here is the link to get temporary free access to a digital version of the text for a limited period of time:

http://connect.mheducation.com/class/b-schramm-fall-semester-with-orientation

Other Instructional Resources

Tutoring
HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the HCC Tutoring Services website for services provided.

Libraries
The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries’ resources and services is the HCCS library web page at http://library.hccs.edu.

Supplementary Instruction
Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at http://www.hccs.edu/resources-for/current-students/supplemental-instruction/.

Course Overview

PSYC 2301 is a survey course of the basic principles underlying human behavior. Emphasis is placed on major areas of study in the field of psychology, such as motivation, development, thought processes, and personality.
Core Curriculum Objectives (CCOs)

PSYC 2301 satisfies the social science requirement in the HCCS core curriculum. The HCCS Psychology Discipline Committee has specified that the course address the following core objectives:

- **Critical Thinking**: Students will demonstrate the ability to engage in inquiry and analysis, evaluation and synthesis of information, and creative thinking by completing a written assignment such as a book report, research paper, or essay.
- **Communication Skills**: Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication by completing a written assignment such as a book report, research paper, or essay.
- **Quantitative and Empirical Literacy**: Students will demonstrate the ability to draw conclusions based on the systematic analysis of topics using observation, experiment, and/or numerical skills by completing textbook reading assignments, completing assignments, and answering questions on quizzes and exams.
- **Social Responsibility**: Students will demonstrate cultural self-awareness, intercultural competency, civil knowledge, and the ability to engage effectively in regional, national, and global communities by completing textbook reading assignments, completing assignments, and answering questions on quizzes and exams.

Program Student Learning Outcomes (PSLOs)

Can be found at: [http://www.hccs.edu/programs/areas-of-study/social--behavioral-sciences/psychology/](http://www.hccs.edu/programs/areas-of-study/social--behavioral-sciences/psychology/)

Course Student Learning Outcomes (CSLOs)

Upon completion of PSYC 2301, the student will be able to:

- Demonstrate knowledge in multiple (8) areas of psychology, including concepts, facts, and theoretical perspectives.
- Define and identify the basic research and evaluation methods used in psychology, including the strengths and weaknesses of each method.
- Demonstrate knowledge of and identify concepts related to personal development and the development and behavior of others.
- Apply psychological concepts to the solution of issues and problems including ethics, coping with stressful events, health and wellness, parenting, learning, memory, and/or evaluation of media presentations.

Learning Objectives

Learning Objectives for each CSLO can be found at [Learning Objectives for PSYC 2301](#)

Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The
assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as your guide.

### Instructor and Student Responsibilities

**As your Instructor, it is my responsibility to:**

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and make ups
- Provide the course outline and class calendar which will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

**As a student, it is your responsibility to:**

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Attain a raw score of at least 50% on the departmental final exam
- Be aware of and comply with academic honesty policies in the HCCS Student Handbook

### Assignments, Exams, and Activities

Please carefully review all of the information in this section and don’t hesitate to ask questions if anything is unclear to you. Be assured that I have thoughtfully designed all of the assignments, exams, and activities in this course to enable you to learn the material and to be successful. By providing due dates, I am helping you stay on track and accomplish your goal of getting the best grade you can in this course.

**Written Assignment(s)**

**Personal Application of a Psychological Concept - Essay Paper (150 points):**

There are numerous topics related to psychology that impact people today. You could easily come up with over 100 issues if you had the time ranging from teen pregnancy, drug addictions, discrimination, parenting, anxiety, depression, suicide, break ups, etc.
Directions: Brainstorm to come up with a number of subjects related to psychology that are important to you. Choose one of these issues for your assignment. Look up information on your topic from two professional journal articles in the library or from professional websites (edu., org., gov.). Write these two sources on a reference page in APA format. Write a title page that includes your name, title, course number, and school. Remember to include an introduction and conclusion. (Please see grading rubric in Canvas).

NOTE: Papers that lack a reference page and proper in-text citations, and/or have a 50% or greater similarity index according to Turnitin.com will either not be accepted or returned to the student for correction. All papers that show plagiarism will receive a grade of 0%.

Grading Rubric for Assignment Paper - Personal Application of a Psychological Concept:

Title page: Include your name, title, and course number centered on page. (10 points)

Introduction: Introduce the problem and preview the main points of your paper. You may also present a question on the topic. (10 points)

Paragraphs: Provided a five-paragraph essay where you established a clear thesis statement. All ideas are strongly related to the thesis and are focused on the topic. Provide within your paragraphs strong content that helps to answer the question presented in the introduction. (50 points)

Your paper is at least 500 words long (10 points).

Demonstrate clear understanding of issues presented (10 points).

Free of spelling and grammar errors (10 points).

Submitted to www.hccs.upswing.io (10 points)

Please attach upswing corrected paper to final paper. (10 points)

Conclusion: Summarize the main points presented. (15 points)

Reference page and in-text citations: Supported your work with at least 2 references, cited in APA formatting. (Select from academic sources: Journal articles or web sources (org, gov, or edu.). Each reference is also cited within the body of the paper for each paragraph where it is quoted, summarized, or paraphrased. (15 points)

Total Points 150

Late Papers will received a 10% deduction per day

NOTE: Papers that lack a reference page and proper in-text citations, and/or have a 50% or greater similarity index according to Turnitin.com will not be accepted. All papers that show plagiarism will receive a grade of 0%.
Exams

Exams (400 points)

Four (100-point) multiple-choice unit exams will be given in this course. Each multiple-choice exam will have 50 questions (2 points each question) from material covered in the lectures, the course text, and terms and learning objectives in the Final Exam Handbook. The information covered in these exams are geared toward preparing students for the Departmental Final Exam. Students will have 60-70 minutes (one attempt only) to complete each unit exam. Exams will be scored from 0-100 with each question worth 2 points. Only the best 4 of 5 exam scores will be calculated for the overall exam grade as a student can drop his/her lowest exam score. Each exam will be worth 10% of the total grade (40% for all four exams). The lowest exam grade will be dropped when calculating the final course grade. NOTE: For each exam a green SCANTRON will be needed. (You may purchase this from the HCCS campus bookstore).

In-Class Activities

Chapter Topic Presentation (100 points)

You will have the opportunity to present a week's topic discussion to the class. You will choose a topic of interest to present to the class related to the week that it is scheduled from the following: You will do an overview (summary) of the chapter topic and present an activity related to the chapter that involves the entire class. This could be a game, skit, case study, PPT, group activity or anything appropriately creative. Please double check with me regarding the availability of the weekly topic that you have interest and the activity that you plan to do. (Please see grading rubric in Canvas).

Essay Topic Presentation (100 points)

You will have the opportunity to present to the class the research that you had conducted in your essay paper. You will do an overview (summary) of the research topic via discussion, PPT, group activity or anything appropriately creative. (Please see grading rubric in Canvas).

Other Assignments and Activities

Extra credit (25 points)

Extra credit points will be granted to those students who have completed all work on time in this course, including all exams, assignments, and presentations and who have perfect attendance. No exceptions: 25-point bonus for being a model student.
Practice Final Exam

Practice Final Exam (100 points)

A 100-point, multiple-choice practice final exam will be provided toward the end of the course. The multiple-choice exam will have 100 questions (1 point per question) from material covered in all of the lectures, the course text, and terms and learning objectives in the Final Exam Handbook. The information covered in these exams are geared toward preparing students for the Departmental Final Exam. Students will have 2 hours (one attempt only) to complete the final review exam. The exam will be scored from 0-100 with each question worth 1 point and given back to the student to use in preparation for the final exam.

NOTE: This exam is required to take and is NOT part of the unit exams where one can be dropped. The final review exam will be worth 10% of the total grade. For this final review exam a green SCANTRON will be needed. (You may purchase this from the HCCS campus bookstore).

Comprehensive Departmental Final Exam

All students will be required to take a comprehensive departmental final exam consisting of 100 multiple-choice questions. All the information students need to prepare for the exam is in the https://learning.hccs.edu/programs/psychology/psyc-2301-departmental-final-exam-preparation-resources. The exam will be administered in class on the date shown in the Course Calendar. Students must provide their own Scantron forms (FORM NUMBER 882-ELOVAS). The final exam may not be taken early under any circumstances. The final exam is worth 150 points.

Students must correctly answer at least 50 of the 100 questions on the final exam (50%) to pass the course.

Students who are absent from the final exam must discuss their absence with the instructor in advance or within 24 hours afterward. The consequences for students who do not communicate with the instructor about missing the final exam include either failing the course or getting a course grade of incomplete.

Grading Formula

The grading formula is based on a points-based grading system with a maximum 1,000 total points possible. Please see the value of each type of activity in the table below.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Written Assignment(s)</td>
<td>150</td>
</tr>
<tr>
<td>Exams</td>
<td>400</td>
</tr>
<tr>
<td>In-Class Activities</td>
<td>100</td>
</tr>
<tr>
<td>Other Assignments and Activities</td>
<td>100</td>
</tr>
<tr>
<td>Practice Final Exam</td>
<td>100</td>
</tr>
<tr>
<td>Comprehensive Departmental Final Exam</td>
<td>150</td>
</tr>
<tr>
<td>Total</td>
<td>1000</td>
</tr>
<tr>
<td>Maximum Extra Credit</td>
<td>25</td>
</tr>
<tr>
<td>Grade</td>
<td>Total Points</td>
</tr>
<tr>
<td>-------</td>
<td>--------------</td>
</tr>
<tr>
<td>A</td>
<td>900+</td>
</tr>
<tr>
<td>B</td>
<td>800-899</td>
</tr>
<tr>
<td>C</td>
<td>700-799</td>
</tr>
<tr>
<td>D</td>
<td>600-699</td>
</tr>
<tr>
<td>F</td>
<td>&lt;600</td>
</tr>
</tbody>
</table>

**HCC Grading Scale** can be found on this site under Academic Information: [http://www.hccs.edu/resources-for/current-students/student-handbook/](http://www.hccs.edu/resources-for/current-students/student-handbook/)

**Course Calendar**

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Topic/What’s due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/31/18</td>
<td>Introduction to Course: Syllabus Chapter 1: What is Psychology</td>
</tr>
<tr>
<td>2</td>
<td>9/7/18</td>
<td>Chapter 2: Psychology’s Scientific Method Chapter 3: Biological Foundations of Behavior (Chapter Topic Presentations for Chapters 1, 2 and 3)</td>
</tr>
<tr>
<td>3</td>
<td>9/14/18</td>
<td><strong>Exam 1 (Chapters 1-3)</strong> Begin Chapter 5 Discussion</td>
</tr>
<tr>
<td>4</td>
<td>9/21/18</td>
<td>Chapter 5: States of Conscious Chapter 6: Learning, Essay Paper (Chapter Topic Presentations for Chapters 5 and 6)</td>
</tr>
<tr>
<td>5</td>
<td>9/28/18</td>
<td><strong>Exam 2 (Chapters 5 &amp; 6)</strong> Chapter 7 Memory</td>
</tr>
<tr>
<td>6</td>
<td>10/5/18</td>
<td>Chapter 8: Thinking, Intelligence &amp; Language Chapter 9: Human Development (Chapter Topic Presentations for Chapters 7, 8 and 9)</td>
</tr>
<tr>
<td>7</td>
<td>10/12/18</td>
<td><strong>Exam 3 (Chapters 7 &amp; 8)</strong> Chapter 10: Motivation &amp; Emotion</td>
</tr>
<tr>
<td>8</td>
<td>10/19/18</td>
<td>Chapter 12: Personality Chapter 15: Psychological Disorders (Chapter Topic Presentations for Chapters 10, 12, and 15)</td>
</tr>
<tr>
<td>9</td>
<td>10/26/18</td>
<td><strong>Exam 4 (Chapters 10, 12, and 15)</strong></td>
</tr>
<tr>
<td>10</td>
<td>11/2/18</td>
<td>Chapter 16 &amp; 17: Therapies &amp; Health Psychology (Chapter Topic Presentations for Chapters 16 &amp; 17)</td>
</tr>
<tr>
<td>11</td>
<td>11/9/18</td>
<td><strong>Exam 5 (Chapters 16 &amp; 17)</strong> Course Review</td>
</tr>
<tr>
<td>12</td>
<td>11/16/18</td>
<td>Essay Topic Presentations &amp; Final Exam Review</td>
</tr>
<tr>
<td>13</td>
<td>11/23/18</td>
<td><em>(No Class - Thanksgiving Break)</em></td>
</tr>
<tr>
<td>14</td>
<td>11/30/18</td>
<td><strong>Practice Final Exam</strong></td>
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<tr>
<td></td>
<td></td>
<td>Written Assignment is due today.</td>
</tr>
<tr>
<td>15</td>
<td>12/7/18</td>
<td>Essay Topic Presentations</td>
</tr>
<tr>
<td>16</td>
<td>12/14/18</td>
<td><strong>Final Exam Week</strong></td>
</tr>
</tbody>
</table>

**Important Dates:**
- Labor Day Holiday: Monday, September 3, 2018
- O/E Census Day: Monday, September 10, 2018
- Last Day to Withdrawal: Friday, November 2, 2018
Syllabus and Calendar Modifications
The instructor reserves the right to modify the syllabus and/or course calendar at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

Instructor’s Practices and Procedures

Missed Assignments
There will be no make-up exams given in this course. The lowest exam grade is dropped from the final average. If you do need to miss an exam, that is the grade that will be dropped.

Academic Integrity
Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by college district officials against a student accused of scholastic dishonesty. “Scholastic Dishonesty” includes, but is not limited to, cheating on a test, plagiarism and collusion. Any instance of scholastic dishonesty may be reported to the Maxiant system. Possible punishments for scholastic dishonesty include a grade of “0” or “F” on the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the college district. A recommendation for suspension or expulsion will be referred to the college Dean of Students for disciplinary disposition. Students have the right to appeal the decision.

NOTE: Assignments that lack a reference page and proper in-text citations, and/or have a 50% or greater similarity index according to Turnitin.com will either not be accepted or returned to the student for correction. All papers that show plagiarism will receive a grade of 0%.

Here’s the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):
http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/

Attendance Policy
You are encouraged to attend each class since regular attendance correlates with good grades. Be on time and attend the entire class. If you must be absent, you are, of course, responsible for the material covered in class in your absence (see the course calendar). Be advised that instructors must drop students who fail to attend class by the official date of enrollment "Census Day". In addition, students who miss six hours of class time may be dropped from the course.

Student Conduct
I expect students to conduct themselves professionally in their communications with me, their classmates, and college staff and administration. Behavior inappropriate to the collegiate setting (including, but not limited to abusive, derogatory, threatening, harassing language directed at the instructor or towards other students, staff or administrators) will not be tolerated, and may result in removal from the course if severe and/or repeated.
**Instructor’s Course-Specific Information**

Students can expect their exam grades within one week of the exam date. Graded papers may take longer to grade depending on the number of student papers submitted at once.

**Electronic Devices**

Students are not allowed to use any type of electronics during exams, including cell phones, laptops, smartwatches, etc. Doing so may lead to a zero grade on the exam.

Students’ cell phones must be set to silent mode, and so on unless instructed by the professor to use as part of a class activity. Students must step out of the classroom to take an urgent call.

**Psychology Program Information**

**Majoring in Psychology**

Visit the Psychology Program Pages on the Learning Web for information about our faculty and courses. You will also find information about majoring in psychology.

**Student Organizations**

**Psi Kappa**

All students are invited to join Psi Kappa, an organization that can help students learn about psychology outside the classroom, serve the community, meet students in other PSYC classes, interact with PSYC faculty, and learn leadership skills. For more information, visit the Psi Kappa page on the HCC Learning Web, the Psi Kappa blog, and the Psi Kappa Facebook page.

**Psi Beta**

HCC has an active chapter of Psi Beta: National Honor Society in Psychology for Community and Junior Colleges. To learn more about this organization visit the Psi Beta website. For information about the HCC chapter, visit the Psi Beta page on the HCC Learning Web.

**HCC Foundation: Psychology Achievers Scholarship**

To be eligible for the $125 per semester Psychology Achievers Scholarship, a student must (1) meet all HCC Foundation criteria for scholarship eligibility, and (2) make an A in either PSYC 2301 or PSYC 2314.

**HCC Policies**

Here’s the link to the HCC Student Handbook http://www.hccs.edu/resources-for/current-students/student-handbook/ In it you will find information about the following:

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<tr>
<th>Academic Information</th>
<th>Incomplete Grades</th>
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<tbody>
<tr>
<td>Academic Support</td>
<td>International Student Services</td>
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<tr>
<td>Attendance, Repeating Courses, and Withdrawal</td>
<td>Health Awareness</td>
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<td>Career Planning and Job Search</td>
<td>Libraries/Bookstore</td>
</tr>
<tr>
<td>Childcare</td>
<td>Police Services &amp; Campus Safety</td>
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</tbody>
</table>
EGLS^3
The EGLS\(^3\) (Evaluation for Greater Learning Student Survey System) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS\(^3\) surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints.
http://www.hccs.edu/resources-for/current-students/eqls3-evaluate-your-professors/

Campus Carry Link
Here’s the link to the HCC information about Campus Carry:
http://www.hccs.edu/departments/police/campus-carry/

HCC Email Policy
When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go to HCC Eagle ID and activate it now. You may also use Canvas Inbox to communicate.

Housing and Food Assistance for Students
Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

Office of Institutional Equity
Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (http://www.hccs.edu/departments/institutional-equity/)

disAbility Services
HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to http://www.hccs.edu/support-services/disability-services/
**Title IX**

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross  
Director EEO/Compliance  
Office of Institutional Equity & Diversity  
3100 Main  
(713) 718-8271  
Houston, TX 77266-7517 or Institutional.Equity@hccs.edu  

**Department Chair Contact Information**

Dr. Karen Saenz  
Karen.Saenz@hccs.edu  
713-718-7034