



**Division of Earth, Life & Natural Sciences
Biology Department**

<https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/>

BIOL 1306: General Biology I | Lecture | #13239

SPRING 2020 | 16 Weeks (1/21/2020-5/17/2020)

In-Person | Spring Branch Campus, Rm 515 | F: 8:00 a.m.-10:50 a.m.

3 Credit Hours | 48 hours per semester

Instructor Contact Information

Instructor: Dr. Gloria C. Regisford, Ph.D.	Office Phone: 713-718-0000
Office: Spring Branch Campus	Office Hours: By Appointment
HCC Email: gloria.regisford@hccs.edu	Office Location: Spring Branch Campus

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 the concerns and just to discuss course topics.

Instructor's Preferred Method of Contact

All email correspondence will be via Eagle Online (Canvas) accounts. It is therefore strongly encouraged that you check this email account often. I will reply to emails within a 24-48 hour period Monday through Friday. Emails received late Friday or over the weekend or holidays, will be replied to Monday morning or the next work day whichever comes first. Students will be provided the opportunity to review and discuss their exams with the instructor.

If you are unable to get hold of me, you may contact Dr. DaeJan Grigsby at daejan.grigsby@hccs.edu Phone #: 713/718-7149 or the Biology office @ 713/718-7775

What's Exciting About This Course

Biology is an endless adventure with constant new developments. Biology is the study of life. Perhaps, the first thing that comes to mind when you think about life on earth is humans and familiar animals. In this course, you will also learn about bacteria, fungi, plants and other life forms on earth. This course introduces students to the nature of life, including the chemical foundation of life; plants, animal, humans and bacterial cell structure and function; DNA, genetics and evolution. You will learn about the various techniques used to study biology; gene cloning, gene editing and the exciting field of Genetic Engineering.

My Personal Welcome

Welcome to General Biology for Majors I —I'm delighted that you have chosen this course! I look forward to working with you over the next 16 weeks as you learn the basic foundations of biology. The course focuses on biological chemistry, biological processes, cellular morphology, metabolism, genetics and molecular biology. I am here to facilitate your learning. To be successful in this course, I encourage you to read everything, study, and use the discussions to develop your use of the vocabulary. Stay on task and study well.

As you read and wrestle with new ideas and facts that may challenge you, I am available to support you. The fastest way to reach me is by my HCC email. The best way to really discuss issues is in person and I'm available during posted office hours to tackle the questions. My goal is for you to walk out of the course with a better understanding of yourself and of human behavior. So please visit me or contact me by email whenever you have a question.

Prerequisites and/or Co-Requisites

Recommended prerequisite: MATH 1314 or 1414 Successful completion of College Algebra or concurrent enrollment in higher-level mathematics is recommended.

Recommended co-requisite: BIOL 1106 Biology for Science Majors I (lab)
Please carefully read the repeater policy in the [HCCS Student Handbook](#).

Canvas Learning Management System

All Biology sections utilize [Canvas](https://eagleonline.hccs.edu) (<https://eagleonline.hccs.edu>) to supplement in-class assignments, exams, and activities.

Open Lab Locations

[HCCS Open Computer Lab locations](#) may be used to access the Internet and Canvas. **USE FIREFOX OR CHROME AS THE INTERNET BROWSER.**

HCC Online Information and Policies

For online/hybrid students. As an online /hybrid student, you are responsible for all information/requirements provided by the online college. Here is the link to information about HCC Online classes <http://www.hccs.edu/online/>. This includes the mandatory online course prior to start of class.

Scoring Rubrics, Sample Assignments, etc.

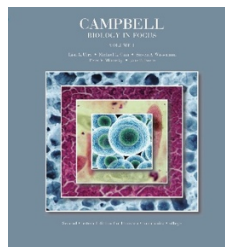
When applicable, look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course.

<https://eagleonline.hccs.edu/login/ldap>

Instructional Materials

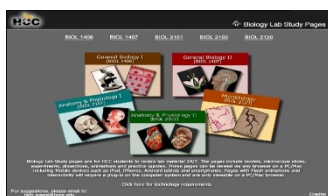
Required Resources

The textbook listed below is **required** for this course.



"Campbell Biology in Focus", Volume I with Modified Mastering Biology Package for Houston Community College" ISBN: 1323751432 //9781323751435

The book is included in a package that contains the text as well as an access code and are found at the [HCC Bookstore](#). You may either use a hard copy of the book or rent the e-book from Pearson. Order your book here: [HCC Bookstore](#)



Suggested Resources

HCCS Biology Lab Study Pages

[Click here to access Biology lab study pages online.](#)

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

Core Curriculum Objectives (CCOs)

BIOL 1306 is a course that covers fundamental principles of living organisms, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, genetics, and scientific reasoning are also included.

- **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 explore the scientific research methods that are used in the study of biology. They will learn to interpret numerical data in charts, graphs, and tables that are in their textbooks and other resources. Students should be able to carry out basic mathematical operations including calculating percentages and frequencies. In addition, students will complete textbook reading assignments and answer questions on quizzes and exams that pertain to Course Student Learning Outcome #2
- **Social Responsibility:** Students will demonstrate the ability to engage effectively in class activities and discussions, complete textbook reading assignments, and answer questions on quizzes and exams that pertain to Course Student Learning Outcome #10 below.

Program Student Learning Outcomes (PSLOs)

Can be found at:

<http://www.hccs.edu/programs/areas-of-study/social--behavioral-sciences/psychology/>

Course Student Learning Outcomes (CSLOs)

Upon completion of BIOL 1306, the student will be able to:

1. Describe the characteristics of life.
2. Explain the methods of inquiry used by scientists.
3. Identify the basic requirements of life and the properties of the major molecules needed for life.
4. Compare and contrast the structures, reproduction, and characteristics of viruses, prokaryotic cells, and eukaryotic cells.
5. Describe the structure of cell membranes and the movement of molecules across a membrane.
6. Identify the substrates, products, and important chemical pathways in metabolism.
7. Identify the principles of inheritance and solve classical genetic problems.
8. Identify the chemical structures, synthesis, and regulation of nucleic acids and proteins.
9. Describe the unity and diversity of life and the evidence for evolution through natural selection.
10. Develop critical thinking skills and habits of active collaborative learning.

Learning Objectives

Learning Objectives for each CSLO can be found at [Learning Objectives for BIOL 1306](#)

Student Success

Academic standards require a minimum of 3 study hours for every contact hour; meaning for a class that meets 3 hours per week, you need to budget and set aside a minimum of 9 hours each week to study and prep for your course 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
- Timely completion of assignments
- Participating in class activities
- Successful exam performance, including the mandatory final

There is no short cut for success in this course; it requires reading and studying the material using the course objectives as a 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 making up assignments
- Provide the course outline and class calendar that 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

Written Assignment

Writing is a vital part of learning. In this course, you will be required to critique a current article (article at least 2 pages in length) **Novel concepts in Biology** that is being currently researched or investigated. The article needs to have some aspect of research review, not just opinion based. The rubric and instructions will be given during the semester.

Writing Parameters

Your written discussion should include:

1. Brief content review of the article
2. The source, reliability, and accuracy of the information
3. Explain how this information should or should not apply to our everyday lives, now and in the future.

*Make sure the paper sounds clear and have continuity. Use correct spelling, punctuation, and grammar. Proofread each section before submitting your project. Your critique must be completed by the due dates specified on the syllabus.

THINK OUTSIDE THE BOX.

You must show your references at the end of your post.

Written assignment(s) count 10% of your course grades

ASSESSMENT

In order to determine whether this course is meeting the objectives, a variety of classroom assessment techniques will be used, including exams, homework assignments on Pearson mastering platform, writing prompts on Canvas and a group project toward the end of the semester. In addition to assessing student progress, these assessment instruments will help the instructor improve this course. These assessments are designed to assess your ability to communicate both orally and in writing, think critically and demonstrate global awareness.

EXAMS: There will be five lecture exams, plus a district comprehensive final exam. Exams will be in a multiple-choice, short answer and /or essay format. Each lecture exam will be worth 100 percent and you will be able to drop your lowest exam score.

MASTERINGBIOLOGY: Reading homework and Mastering Biology assignments will be assigned. You are expected to complete the assignments when they are due. You will access MasteringBiology from Canvas. YOU DO NOT NEED AN ACCESS CODE.

PLEASE NOTE: It's very important you either purchase your book/access code bundle from the HCC Bookstore OR purchase directly online via the registration process as detailed in the video below. HCC has custom courses set up with a negotiated price for HCC students – if an access code is purchased at any other retailer, it will not work. Further detailed information is at the end of the syllabus.

PROJECTS: There will be an assigned class project due at the end of the semester. Topics will be assigned to groups of students and each group will present their project in PowerPoint format.

Final Exam: The final exam is system-wide, comprehensive, and mandatory for all students and counts for 10% of the final grade. The final exam will be a paper and pencil test and will be taken at HCC Spring Branch Campus, Northwest College.

Thurs., MAY 14, 2020- **DISTRICT FINAL EXAM:8:00 AM**

Grading Formula

ASSIGNMENTS	TOTAL POINTS
Lecture Exam 5	500
Participation/In-Class Activities	100
Group Assignment/PPT pres.	100
Written Report	100
Chapter Quizzes/Mastering Biol	100
Final Examination – District wide	100
Final Score	1000

Grade	Total Points
A	900+
B	800-899
C	700-799
D	600-699
F	<600

Incomplete Policy:

In this course, the purposes of the "I" (incomplete) grade is for students who are caught up and passing at the student withdrawal deadline, and then have a medical or other problem that prevents them from completing the course. If you are not passing at the student withdrawal deadline, you should drop yourself from the course, or you will likely earn an "F." An incomplete "I" grade will be given only if all of the following conditions are met:

- ✓ You have earned at least 85% of the available points by the date that the "I" grade is requested.
- ✓ You can provide documentation showing why you should earn an incomplete, such as a doctor's note, etc.
- ✓ You must be passing with a grade of "C" or better.
- ✓ You must request the incomplete in writing BEFORE **Sunday, May 10, 2020**.
- ✓ In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

HCC Grading Scale can be found on this site under Academic Information:

<http://www.hccs.edu/resources-for/current-students/student-handbook/>

Course Calendar

MODULE	WEEK OF ...	LECTURE	ONLINE ASSIGNMENTS
1	1/24	Introductions & Syllabus; Chapter 1 – Evolution and the Foundations of Biol	MB Assignments Chapters 1 – 3 Due Fri 2/7 @ 11:00PM
	1/31	Chapter 2 - The Chemical Context of Life	
	2/7	Chapter 3 - Carbon and the Molecular Diversity of Life	
	2/14	Exam 1 (Chapters 1 – 3)	
2	2/14	Chapter 4 - A Tour of the Cell	MB Assignments Chapters 4 - 6 Due Fri 2/21 @ 11:00PM
	2/21	Chapter 5 - Membrane Transport	
	2/21	Chapter 6 - An Introduction to Metabolism	
	2/28	Exam 2 (Chapters 4 - 6)	
	2/28	Chapter 7 - Cellular Respiration & Fermentation	
3	3/06	Chapter 8 - Photosynthesis	Writing Assignment: Mitochondrial Disease. Due 3/22
	3/06	Chapter 9 - The Cell Cycle	
	3/13	Chapter 10 – Meiosis	
	3/16 - 22	SPRING BREAK	MB Assignments Chapters 7 - 10 Due Fri 3/13 @ 11:00PM
	3/27	Exam 3 (Chapters 7 - 10)	
	3/27	Chapter 11 - Mendel & the Gene Idea	
4	3/27 & 4/03	Chapter 12 - The Chromosomal Basis of Inheritance	MB Assignments Chapters 11 – 14 Due Fri 4/10 @ 11:00PM
	4/03	Chapter 13 - The Molecular Basis of Inheritance	
	4/03	Chapter 14 - From Gene to Protein	
	4/06	Last day to Withdraw	
	4/17	Exam 4 (Chapters 11 – 14)	
5	4/17	Chapter 15 - Regulation of Gene Expression	MB Assignments Chapters 15 - 18 Fri 5/01 @ 11:00PM
	4/24	Chapter 16 – Development, Stem Cells, and Cancer	
	5/01	Chapter 17 – Viruses	
	5/01	Chapter 18 - Genomes and Their Evolution	
	5/08	Exam 5 (Chapters 15 -18)	
	5/08	Individual Assignment (Critique)	
	5/08	Group Presentations	Project Presentations
	5/15	District Final	

Syllabus Modifications

The instructor reserves the right to modify the syllabus 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

NO MAKE-UP EXAMS will be given unless exceptional circumstances. There must be a valid documented reason for a make-up exam, and it must be pre-approved by the instructor. Acceptable reasons include hospitalization, doctor's certification that the student was unfit to write the exam, or subpoenas for court appearances. Make-up requests must be submitted in writing, with the appropriate official documentation. Make-up exams must be taken by the time designated by the instructor. The format of the make-up exam may vary from the scheduled examination.

Academic Integrity

HCCS is committed to a high standard of academic integrity in the academic community. In becoming a part of the academic community, students are responsible for honesty and independent effort. Failure to uphold these standards includes, but is not limited to, the following: plagiarizing written work or projects, cheating on exams or assignments, collusion on an exam or project, and misrepresentation of credentials or prerequisites when registering for a course. Cheating includes looking at or copying from another student's exam, orally communicating or receiving answers during an exam, having another person take an exam or complete a project or assignment, using unauthorized notes, texts, or other materials for an exam, and obtaining or distributing an unauthorized copy of an exam or any part of an exam. Plagiarism means passing off as his/her own the ideas or writings of another (that is, without giving proper credit by documenting sources). Plagiarism includes submitting a paper, report, or project that someone else has prepared, in whole or in part. Collusion is inappropriately collaborating on assignments designed to be completed independently. These definitions are not exhaustive. When there is clear evidence of cheating, plagiarism, collusion, or misrepresentation, disciplinary action may include but is not limited to requiring you to retake or resubmit an exam or assignment, assigning a grade of zero or "F" for an exam or assignment; or assigning a grade of "F" for the course. Additional sanctions including being withdrawn from the course, program or expelled from school may be imposed on students who violate the standards of academic integrity.

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/studentprocedures/>

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<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

Attendance Procedures

Attendance is crucial in order to do well in this course, since there will be activities done every class period that cannot be done outside of class. Therefore, attendance will be recorded at the start of each class and will be part of the grade in this course. It is a good idea to get a few names and phone numbers of others in the class so that you might reach them if you miss a class to arrange to get the information you missed as quickly as possible. In case of a prolonged absence (2 or more class meetings), the Professor should be notified. Please come to class on time! It can be very distracting to both me and your fellow students, when you show up late for class.

You are also responsible for materials covered during your absences. Instructor may be willing to consult with you for make-up assignments, but it is your responsibility to contact the instructor.

Student Conduct

Students are expected to conduct themselves as adults. This includes courteous and respectful behavior towards instructor and classmates. Disruptive behavior or any behavior that interferes with any educational activity being performed by the instructor will not be allowed. Additionally, no student may interfere with his/her fellow students' right to pursue their academic goals to the fullest in an atmosphere appropriate to a community of scholars. Disruptive behavior may result in removal from the class.

Instructor's Course-Specific Information (As Needed)

DRESS CODE: Appropriate attire is required at all times.

QUESTIONS/PROBLEMS: Please make sure that if you have any questions or problems at any time, that you first contact me as soon as possible. The worst thing you can do is wait to contact me or to not take advantage of the resources available to you. By taking an active part in your education, you will make your academic experience much more rewarding and exciting!!

WITHDRAWAL POLICY: Withdrawal from the course by the official day of record and prior to "W" Day, **(Monday April 6, 2020)** will result in a final grade of "W" on your transcript. Instructor approval is necessary if you want to withdraw after official day. No credit will be awarded for a course earning a "W." If you stop attending class, you must withdraw at the registration office prior to "W" day. If you stop attending class and do not officially withdraw, you will receive an "FX" for the course. Be certain you understand HCC policies about dropping a course and consult with a counselor/advisor to determine if withdrawing is in your best interest. It is your responsibility to withdraw officially from a class and prevent an "F" from appearing on your transcript. **SIX DROP RULE:** Students who enrolled in Texas public institutions of higher education as first-time college students during the Fall 2007 term or later are subject to section 51.907 of the Texas Education Code, which states that an institution of higher education may not permit a student to drop (withdraw with a grade of "W") from more than six courses, including courses that a transfer student has previously dropped at other Texas public institutions of higher education that have already been counted against their six drop limit. Each student should fully understand this drop limit before you drop any course. Please see a Counselor or Advisor in our Student Services area for additional information and assistance. In addition, withdrawing from a course may impact your financial aid award or eligibility. Contact the Financial Aid Office or website to learn more about the impact of withdrawing on financial aid.

INCOMPLETE "I" GRADES: In this course, the purposes of the "I" (incomplete) grade is for students who are caught up and passing at the student withdrawal deadline, and then have a medical or other problem that prevents them from completing the course. If you are not passing at the student withdrawal deadline, you should drop yourself from the course, or you will likely earn an "F." An incomplete "I" grade will be given only if all of the following conditions are met:

- You have earned at least 60% of the available points by the date that the "I" grade is requested.
- You can provide documentation showing why you should earn an incomplete, such as a doctor's note, etc.

- You must be passing with a grade of "C" or better.
- You must request the incomplete in writing **BEFORE Sunday, May 10, 2020.**

Electronic Devices

CELL PHONES, BEEPERS, MP3 AND OTHER MULTIMEDIA DEVICES

Cell phones are disruptive and should be silenced and placed out of view before class begins. Texting/conversing on cell phones are not allowed during class. Except when specifically allowed by the instructor, no devices that allow communication of any kind may be used during examinations - online or in-class. (Tests, quizzes, lecture exams, final exams, etc.) This includes, but is not limited to, cell phones, pagers, messaging devices, PDA's and computers with wireless network connections and calculators with IR communication capabilities. Use of a prohibited device during an examination is considered cheating (Scholastic Dishonesty) and falls under the HCC Academic Integrity policy. Use of laptop computers are allowed as long as you use it for class work. If you refer to external websites not related to the class, you may lose computer use privileges for the rest of the semester.

Biology Program Information

The Biology area of study here at HCC covers the smallest and simplest organisms (microbiology) to the largest and most complex organisms (human anatomy and physiology, zoology, botany).

AWARD TYPES: Associate in Science

AREA OF STUDY: Science, Technology, Engineering & Math

Please visit link: <https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/>

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:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

EGLS³

The EGLS³ (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. EGLS³ 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/egls3-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 long and short term conditions, 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
<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

Department Chair Contact Information

Dr. DaeJan Grigsby

Email: daejan.grigsby@hccs.edu

Phone: 713-718-7775