

# Division of Liberal Arts, Humanities & Education Child Development Department

https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/child-development/

## TECA 1318: Wellness of the Young Child | Lecture | #11986

Summer, 2021 3 Semester Credit Hours | 80 Contact hours per semester

#### **Instructor Contact Information**

Instructor: Katherine Abba, Ph.D. Office Phone: 713-718-5471

Office: Central, EDC. D-106 Office Hours: By appointment only

HCC Email: katherine.abba@hccs.edu Office Location: Central Campus EDC D-106

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.

**NOTE:** The course modality of this class is *online Anytime*. Attendance will be taken through completion of online assignments.

#### **Instructor's Preferred Method of Contact**

katherine.abba@hccs.edu

I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday mornings. For online courses, use CANVAS email only.

# **What's Exciting About This Course**

This course will prepare you to address the health, safety, and nutrition needs of young children. You will have the opportunity to apply everything that you learned from this course into your real life day to day experiences in classroom and program settings.

# **My Personal Welcome**

Welcome to Wellness of the Young Child—I'm delighted that you have chosen this course. One of my passions is to know as much as I can about the development of young children, and I can hardly wait to pass that on. I will present the information in the most exciting way I know, so that you can grasp the concepts and apply them now and hopefully throughout your life. 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 any questions you might have. My goal is for you to walk out of the course with a better understanding of how healthy behavior, food, nutrition, fitness and safety practices impact young children's growth and development. Please visit me or contact me whenever you have a question.

## **Prerequisites and/or Co-Requisites**

TECA 1318 has a prerequisite of ENGL 1301. Please carefully read and consider the repeater policy in the <u>HCCS Student Handbook</u>.

## **Canvas Learning Management System**

This section of TECA 1318 will use <u>Eagle Online Canvas</u> (<a href="https://eagleonline.hccs.edu">https://eagleonline.hccs.edu</a>) to supplement in-class assignments, exams, and activities. HCCS Open Lab locations may be used to access the Internet and Eagle Online Canvas. It is recommended that you **USE**<a href="https://eagleonline.hccs.edu">FIREFOX OR CHROME</a> AS YOUR BROWSER.

#### **HCC Online Information and Policies**

Here is the link to information about HCC Online classes including the required Online Orientation for all fully online classes: <a href="http://www.hccs.edu/online/">http://www.hccs.edu/online/</a>

#### **Scoring Rubrics, Sample Assignments, etc.**

Look in Canvas or see your instructor for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <a href="https://eagleonline.hccs.edu/login/ldap">https://eagleonline.hccs.edu/login/ldap</a>

#### **Instructional Materials**

This book is free and available through our Canvas course.

Safety, Health, and Nutrition in Early Childhood Education



This book is adapted from <u>"Safety, Health, and Nutrition"</u> by Jennifer Paris, <u>College of the Canyons</u> is licensed under CC BY 4.0

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#### **Other Instructional Resources**

Please see your instructor for additional instructional resources that may be distributed in class or via Canvas.

#### **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 <a href="https://example.com/hCC Tutoring">HCC Tutoring</a> 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 <a href="http://library.hccs.edu">http://library.hccs.edu</a>.

#### **Supplementary Instruction**

Supplemental Instruction is an academic enrichment and support program that uses peerassisted 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 <a href="http://www.hccs.edu/resources-for/current-students/supplemental-instruction/">http://www.hccs.edu/resources-for/current-students/supplemental-instruction/</a>.

#### **Course Overview**

TECA 1318 involves a study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth to age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. Course includes a minimum of 16 hours of field experiences.

## **Core Curriculum Objectives (CCOs)**

TECA 1318 is not a core curriculum course and does not specifically address core curriculum objectives.

# **Program Student Learning Outcomes (PSLOs)**

NAEYC Standard 1	Develop an understanding of child development and learning.
NAEYC Standard 2	Examine family and community relationships.
NAEYC Standard 3	Explain the observation, documentation, and assessment process needed to support young children and their families.
NAEYC Standard 4	Know, understand, and use a wide array of developmentally effective approaches, instructional strategies and tools to connect with children and families and positively influence each child's development and learning.
NAEYC Standard 5	Know, understand, and use the essential concepts, inquiry tools, and structure of content areas along with other resources to design, implement and evaluate meaningful curriculum for each child.
NAEYC Standard 6	Identify and conduct themselves as members of the early childhood profession.

# **Course Student Learning Outcomes (CSLOs)**

Upon successful completion of this course, students will:

- 1. Describe the relationship between health, safety and nutrition.
- 2. Describe the basic principles of healthy behavior and guidance practices that influence health promotion, safe practices and disease prevention for young children.
- 3. Analyze principles of nutrition and the application to nutritional assessment.
- 4. Identify policy and regulatory requirements for nutrition.
- 5. Describe the role of physical fitness as it contributes to healthy behavior.
- 6. Evaluate and make recommendations for modifications of regulations regarding child's safety, safety procedures, and children's environments for safety.
- 7. Describe how physical, social, and emotional environments influence a child's health.

## **Learning Objectives**

- 1.1 Explain how health, safety, and nutrition are interrelated and discuss factors that influence the quality of each.
- 2.1 Examine typical growth and development characteristics of infants, toddlers, preschool-age, and school-age children and how these relate to safety and health practices.
- 2.2 Discuss why young children experience frequent communicable illness.
- 2.3 Identify the four stages of a communicable illness.
- 3.1 Describe MyPlate at http://www.choosemyplate.gov/and its application to children's needs.
- 3.2 Describe specific methods for planning nutritious meals and snacks for children.
- 3.3 Plan and implement nutrition education activities with children.
- 3.4 Compare nutritional guidelines and regulations.
- 3.5 Identify policy and regulatory requirements for nutrition.
- 4.1 Identify the five MyPlate food groups and the major nutrient contributions of each.
- 4.2 Plan a varied, nutritionally balanced diet for children.
- 4.3 Participate in meal/snack times with children.
- 4.4 Identify organizations with health guidelines affecting early childhood settings
- 5.1 Discuss ways that teachers can be proactive in promoting healthy behaviors in physical activities.
- 6.1 Define the preventive health concept and describe several national programs that address children's health needs.
- 7.1 Identify the physical, social, and emotional factors that influence the child within the family engagement project.
- 7.2 Complete the Trauma Informed Care training

#### **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 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 <u>HCCS Student Handbook</u>

# **Assignments, Exams, and Activities**

#### **Written Assignments**

**Instructional Assignments**- ALL assignment descriptions and rubrics are found in CANVAS. Attach all available rubrics to end of assignment; assignments will not be graded without rubric attached to the assignment. All assignments are submitted in Canvas.

\*\*\* = Required to receive a passing grade for this course.

**1.** \*\*\*Field Experience Hours with Report (100 pts.) – Please see instructions in Canvas for Spring, 2021.

This assignment required to earn a passing grade for the course without successfully completing this assignment

2. \*\*\*NAEYC Center Lab Assignment (50 pts.) – See instructions in Canvas for Spring, 2021.

This assignment required to earn a passing grade for the course without successfully completing this assignment

**3.** \*\*\*Infant/Child First Aid and CPR (50 pts.) - The completion of both is required before you can receive a grade. By the end of the course, you are required to have a current Infant/Child CPR and First Aid certificate. Check with different agencies such as HCC Continuing Education, American Red Cross, American Heart Association, local hospitals, or private agencies for training dates/times. You may obtain this certificate online for Summer, 2021. For those who have current certifications in Infant/Child CPR and First Aid, it is not necessary to repeat the class unless your certifications expire before the end of class.

This assignment required to earn a passing grade for the course without successfully completing this assignment.

- 4. Family Engagement Project (150 points) see CANVAS for instructions
- 5. Minimum Standards Assignment (25 pts.)
- 6. BMI/Growth Chart (25 pts.) -
- 7. Children's Book (25 pts.)
- 8. Trauma-Informed Training (25 points)
- 9. Children's Eating Habits (25 points)
- 10. Playground Equipment (25 pts)

#### **Exams**

Tests: (100 pts) Midterm (Midterm=12 Reading Quizzes, 20 points each, weekly); (100 pts) Final Exam

#### **In-Class Activities**

See Calendar for in-class activities. All classes will involve active engagement and participation, which varies in method from week to week.

## **Required Components**

This course requires students to complete: a) a 3 hour laboratory practicum in a NAEYC accredited center (**NOT in-person for Spring, 2021**); b) 16 additional hours in other field experiences with children from infancy through age 12 in a variety of settings with diverse populations (**NOT in-person for Spring, 2021**); c) a Family Engagement project; and d) online or in-person training for an Infant/Adult CPR and First Aid card by the end of the semester. If these requirements are not completed with at least 70% of the total possible points, the student will not receive a passing grade in this class.

## **Grading Formula**

6 Assignments @ 25 points each = 150 (BMI, Children's Eating Habits, Playground Equipment, Minimum Standards, Book Assignment, Trauma-informed care,)

2 discussions = 50

1 midterm = (12 reading quizzes @ 20 pts.) 240

1 final exam= 100

1 Family Engagement Project 150

NAEYC observation = 50

16 Field Experience hours/report = 100

CPR/First Aid= 50

Total = 900

#### **Grading Scale**

Grade	Total Points
Α	890- 810
В	809- 720
С	719- 630
D	629- 540
F	539 or below

**Required component assignments/Key Assessments Revision Policy** Only one revision is allowed per student on key assessments and required component assignments. The maximum grade a student can earn on a revised assignment is 70 % of the possible points. If a student uses any tutoring service, he or she must take/send assignment description or directions with the first draft. **IF** student does not pass the assignment the first time, any or all of the following will be required:

- a. Conference with professor
- b. Take an APA and/or Plagiarism online tutorial and pass the quiz (upon instructor's request)
- c. See an in-person tutor at professor's discretion

#### **Incomplete Policy:**

The grade of "I" (Incomplete) is conditional. Incompletes are at the discretion of the professor and aligned with departmental guidelines. The grade of "I" may be earned if a student is passing the course with a D or higher AND has completed at least half of the required components for the course. Additionally, the student must have a justifiable and documented reason for not completing the work on schedule.

If you receive an "I" you must arrange with the instructor to complete the coursework within six months. After the deadline, the "I" becomes an "F". All "I" designations must be changed to grades prior to graduation. The changed grade will appear on your record as "I"/Grade (example: "I/A").

HCC Grading Scale can be found on this site under Academic Information: <a href="http://www.hccs.edu/resources-for/current-students/student-handbook/">http://www.hccs.edu/resources-for/current-students/student-handbook/</a>

# **Course Calendar**

## **Course Calendar**

(\*All Due Dates are posted in Canvas)

Module	Week	Readings	Assignments/Quizzes/Videos/Websites
1		Read all items in the "Welcome Module"	Complete all items in the "Welcome Module"
		Ch. 1 Well-Being and Early Childhood Education	PowerPoint Quiz Ch. 1 Watch Social Emotional Development Pyramid Model Overview
2		Ch. 2 Preventing Injury and Protecting Children's Safety	PowerPoint Quiz Ch. 2 Consumer Safety Discussion
3	Week 2: 6/14-6/21	Ch. 3 Safe Indoor Environments	PowerPoint Quiz Ch. 3 Texas Minimum Standards Sudden Unexpected Infant Death and Sudden Infant Death Syndrome
			Green Cleaning Child Care Project "Safe to Sleep" Discussion
4	Week 2: 6/14-6/21	Ch. 4 Safe Outdoor Environments	PowerPoint Quiz Ch. 4 Observation of Playground Equipment
5		Ch. 5 Minor Injuries and Managing Emergencies	Quiz Chapter 5 Minor Injuries/Emergencies *REQUIRED CPR/First Aid Due
			Emergency Preparedness
6	Week 3: 6/21-6/28	Ch. 6 Child Maltreatment	Quiz Child Maltreatment Children's Assessment Center Houston Trauma Informed Care
7	Week 4: 6/28-7/5	Ch. 7 Promoting Good Health and Wellness	Quiz Ch. 7 Create a Twitter post or video Lead Fact Sheet Infant Developmentally Appropriate Practice
			Effective Teacher-Child Interactions "Black Boys Matter: Cultivating Their Identity, Agency, and Voice "
			Black Boys Matter: Strategies for a Culturally Responsive Classroom
8	Week 4: 6/28-7/5	Ch. 8 Prevention of Illness	Quiz Prevention of Illness Introduction to the REQUIRED Family Engagement Project

			Breaking The Chain of Transmission
			Hand Washing Fact Sheet
			*REQUIRED NAEYC Observation Checklist DUE
9	Week 5:		Evaluate the lesson plan: Healthy Food
9	7/5-7/12		Lesson
	7/3 //12		LESSOTI
10	Week 5: 7/5-7/12	Ch.9 Supportive Health Care	Quiz Ch. 9 Supportive Health Care
	,,,,,,,		Can COVID-19 last on surfaces and in the air?
			Anatomy of an Outbreak
	)		D D : 1 O : Cl 10
11	Week 6: 7/12-7/19	Ch. 10 Special Health Care Needs.	PowerPoint Quiz Ch. 10
			The Importance of Studying Children's Environmental Health
			Indicators of a Quality Early Learning Environment
			*REQUIRED Family Engagement Project DUE July 19*
12	Week 6:	Ch. 11 Children's Mental Health	Quiz Ch. 11: Covid-19 and Children's Mental
12	7/12-7/19		Health Discussion
			WATCH "Caring for Each Other" from Sesame Street
			WATCH: "How to Recognize Signs of Mental Illness in Children"
			"That Discomfort You're Feeling Is Grief"
			"Coping with Fatigue, Fear, and Panic During Crisis"
			Children's Book Assignment
13	Week 7: 7/19-7/26	Ch. 12 Basic Nutrition for Children	Quiz Ch. 12
	7/13 7/20		All About "My Plate" from the USDA
			"The Dirty Dozen and The Clean 15"
14	Week 7: 7/19-7/26		NO QUIZ Ch. 13 THIS WEEK!
	, == ., =0		San Antonio Obesity Prevention
			Top 10 causes of obesity in children Why Kids Should Eat Healthy and Exercise
			Is YOUR drinking water safe?
			BMI project

			*REQUIRED Field Experience Log & Summary DUE July 26, 2021
15	Week 8 7/26-7/30	Ch. 14: Providing Good Nutrition	Snack for Children quiz  Choking Hazards Parents of Young Children Should Know About  How to Create a Healthy Plate  Children's Eating Habits
16	Week 8 7/29-7/30	Final Exam online	Final Exam online open July 29-30

All assignment are required.

Those with the \*REQUIRED= assignments that must be submitted and completed with a 70% in order to pass this class.

## **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**

Late assignments are accepted up to 7 days late; 50% of the points for the late assignment will be deducted whether the assignment is 1 day or 7 days late. If documentation of an emergency is provided that clearly indicates the date of the emergency coincided with the due date of the test or assignment, there may be exceptions. If you experience an emergency without documentation, you must phone the instructor to discuss. Options may be provided on a case-by-case basis. **Always reach out to me—I am willing to work with students!** 

# **Academic Integrity**

HCC expects all students to conduct themselves with honor and integrity in fulfilling course requirements. Proceedings may be initiated by instructors, department chairs, and/or instructional deans against a student accused of a violation of academic integrity. "Scholastic Dishonesty" includes but is not limited to cheating, plagiarism, and collusion. Discretion is given to the instructor as to the administration of consequences for academic integrity violations at the classroom level, subject to any rules imposed by the relevant program/division/center of excellence. Consequences might include such penalties as a 0 on the particular assignment, a mandatory retaking or redoing of the assignment in question, a significant deduction from the final overall course grade, dismissal from the course (if prior to the date of last withdrawal) or failure of the entire course.

https://www.hccs.edu/media/houston-community-college/district/pdf/2018-2019-Student-Code-of-Conduct.pdf

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

#### **Attendance Procedures**

It is imperative that you attend class in order to be successful. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences or failing to turn in assignments for two weeks. You may be dropped from a course prior to the college drop deadline (see academic calendar) if you failing to participate and/or turn in assignments for two weeks.

#### **Student Conduct**

"According to its policy on student conduct, the Houston Community College views college-level students as adults who subscribe to a basic standard of conduct . . . . Moreover, a student's membership in the community of scholars is a privilege and carries with it obligations to participate in and contribute to the educational mission of the college and to avoid any behavior that is contrary to that mission. Therefore, no student may disrupt or otherwise interfere with any educational activity being performed by a member of the college district. In addition, 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." <a href="https://www.hccs.edu/media/houston-community-college/district/pdf/2018-2019-Student-Code-of-Conduct.pdf">https://www.hccs.edu/media/houston-community-college/district/pdf/2018-2019-Student-Code-of-Conduct.pdf</a>

## **Instructor's Course-Specific Information**

You can expect that your assignments will be graded within a week to ten days.

## **Electronic Devices (**for in-person class only)

- 1. Use of personal laptops may be used for **note-taking** OR **group projects** involving specific websites only. Students using laptops during class time for any other purposes (web surfing, social media, and writing papers/assignments) will be asked to turn computer off and/or leave the classroom. All those using personal laptops are asked to sit in the front row.
- 2. At times, determined by instructor, a "screens down" policy will be enforced. This would be during discussions or other times when computers will not be needed.
- 3. Instructor reserves the right to disallow student computers and/or students in class if above policies are abused.
- 4. **Use of cell phone in any capacity is strictly forbidden** no calls, no **texting**, no surfing the internet. If an emergency call must be handled, it must be outside the classroom. Cell phones are not allowed on the desk top at any time.



#### **Child Development Program Information**

The A.A.S. Child Development Program at Houston Community College is accredited by the Commission on the Accreditation of Early Childhood Higher Education Programs of the National Association for the Education of Young Children. Accreditation is awarded to programs that demonstrate evidence of excellence by meeting the NAEYC Professional Preparation Standards. There are currently 204 institutions in 40 states with NAEYC accredited programs. HCC is one of the 11 in Texas. The accreditation term runs from beginning date March, 2017 through March, 2024.

**NOTICE** This course of study would not be appropriate for anyone who falls into the following category as noted by the Texas Department of Family and Protective Services. "No person with a conviction or who is under indictment for, or is the subject of an official criminal complaint alleging violation of any of the crimes listed as a felony against the person or felony violation of the Texas Controlled Substance Act may be present while children are in care."

**Orientation** Students who are completing lab, practicum, or field experience components at the YMCA Children's Academy at the HCC Central Campus must complete a mandatory orientation. Contact the department at 713-718-5470 or 713-718-6303 for more details about the orientation.

## **HCC Policies**

Here's the link to the HCC Student Handbook <a href="http://www.hccs.edu/resources-for/current-students/student-handbook/">http://www.hccs.edu/resources-for/current-students/student-handbook/</a> 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
- Testina
- Transfer Planning
- Veteran Services

#### EGLS<sup>3</sup>

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: <a href="http://www.hccs.edu/departments/police/campus-carry/">http://www.hccs.edu/departments/police/campus-carry/</a>

## **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 (<a href="http://www.hccs.edu/departments/institutional-equity/">http://www.hccs.edu/departments/institutional-equity/</a>)

## 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 <a href="http://www.hccs.edu/support-services/">http://www.hccs.edu/support-services/</a>

#### **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**

Saran Winters, <a href="mailto:saran.winters@hccs.edu">saran.winters@hccs.edu</a>, 713-718-6237