



**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 | 11363

Fall 2018 | 16 Weeks (8.27.2018-12.16.2018)

In-Person | EDC/Rm A252 | TuTh/11:00 AM/12:20 PM

3 Credit Hours | 48 hours per semester

Instructor Contact Information

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|-------------|---------------------------|------------------|--|
| Instructor: | Katherine E. Bruton, M.A. | Office Phone: | 713-718-7228 |
| Office: | Central Campus, EDC A230 | Office Hours: | TuTh: 2:30-4:30 PM We: 10AM-Noon, 1PM-4PM |
| HCC Email: | katherine.bruton@hccs.edu | Office Location: | Central Campus, EDC A230 |

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 HCC Email address is katherine.bruton@hccs.edu; however, I prefer that you use the Canvas inbox. By phone, you are more likely to reach me at my cell phone at 281-782-9609; I prefer if you text. I will respond to emails within 24 hours Monday – Saturday. All emails that arrive in my inbox on Sunday will be answered on Monday morning. If you have an immediate concern, please text or call my cell phone. If you call and I do not answer, please leave a detailed message with your name and phone number and I will respond as soon as I can.

What's Exciting About This Course

You will learn so much about your life and the lives of those around you. Do you know how one learns? How memory works? Why we have different personalities? How health is related to stress? The course will look at how and why we develop from children that seem to have so much in common to adults that do and do not. What happens? Are there best practices in child rearing and in life-long development or is it just luck? Where are you in your development? And what about schizophrenia and other psychological disorders? Are they avoidable? What causes them? 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 PSYC 2301, General Psychology! I am so happy that you're here! I have always been interested in what makes people behave the way they do, and I'm sure you've been curious about this yourself. I hope this course will help you answer some of those questions and put you on the path to ask more questions yourself. I am so excited to guide you on this journey. As you study the content of this course, you might come across concepts that challenge you. When this happens, remember that I am here to help you, and the best way to reach me is through the Canvas inbox in Canvas. If you would like to discuss things in person, please do not hesitate to see me during my posted office hours. I want to help you succeed, so please do not hesitate to contact or meet with me any time you have a question or a concern! You CAN do this!

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) (<https://eagleonline.hccs.edu>) to supplement in-class assignments, exams, and activities. While this class is in-person, all your exams, slides, notes, and submission pages for written assignments will be within Canvas. Through Canvas, you will be able to access the online version of the textbook.

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/>.

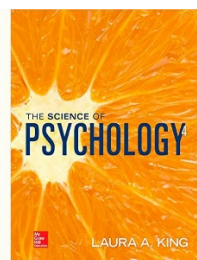
Scoring Rubrics, Assignment Instructions, etc.

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



The textbook listed below is **required** for this course. ***The Science of Psychology*** (4th edition) by Laura King (McGraw-Hill). ISBN: 9781260198805.

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: [McGraw-Hill Connect](#). When the class starts, go to Canvas for detailed instructions for activating temporary free access to the e-book. After the temporary access ends, you will be able to continue reading the e-book when you pay for access. There are additional activities in the digital workbook, however, these activities are not graded and are not required.

Other Instructional Resources

None.

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/>

Course Student Learning Outcomes (CSLOs)

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

1. Demonstrate knowledge in multiple (8) areas of psychology, including concepts, facts, and theoretical perspectives.
2. Define and identify the basic research and evaluation methods used in psychology, including the strengths and weaknesses of each method.
3. Demonstrate knowledge of and identify concepts related to personal development and the development and behavior of others.
4. 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)

To facilitate your learning in this class, you will be completing a four-part Psychology Journal. This is NOT a research paper. This journal is meant to be reflective; this means that you are going to relate the concepts in this class to your own life. This journal will also help you better understand concepts covered on the Departmental Final Exam. The instructions are as follows:

1. Go look at the Final Exam Handbook posted on CANVAS.
2. Choose ONE (1) concept you find relevant to your life.
3. Find the definition of that concept in your textbook.
4. Using APA format, quote and cite the textbook on that concept.
5. Separate from your definition, write a 100-word paragraph (max 200 words) about how this concept relates to your life. Examples for how a concept relates to your life includes but is not limited to:
 - a. Where in your life have you seen examples of this concept?
 - b. Have you seen anyone in your family or circle of friends exhibit behavior covered in the text?
 - c. How does a concept remind you of how your family or friends have interacted with you?
6. Be sure to proofread your essay! You will lose points if you have grammatical or spelling errors.
7. Refer to the rubric and template as a guide for completing your essay.
8. Type your assignment directly into the text box under the assignment submission page in CANVAS.

To be successful in the course, your Psychology Journal must include four (4) entries. Each entry will be worth 50 points each. All four entries together are worth 200 points (20% of your final course grade). The due dates for the Journal Entries are in the course calendar in this syllabus.

I only take off up to 10% off for grammar mistakes, so while you should do your best to use proper grammar, what is more important is that you use your own words and do your own work on these essays. Do not take other people's work and pass it off as your own.

Exams

There are five exams in this class.

- There are 50 multiple-choice questions on each exam.
- Each exam is worth 100 points.
- You can earn up to 500 points out of 1,000. This translates to 50% of your course grade.
- Remember, this class is graded on points, NOT averages!
- The exams will help you to prepare for the departmental final exam and will be based on the objectives in the Final Exam Handbook.
- In this class, ALL exams will take place on Canvas:
- You will have 75 minutes (an hour and fifteen minutes) for each exam.
- You will have ONE attempt at each exam.
- You will see one question at a time.
- Questions will be locked after answering, no backtracking allowed.
- Exam results can be reviewed after your finish your exam.
- Correct answers will NOT be provided.
- Once you hit "Submit Quiz," your exam will be submitted and you will NOT be allowed to take the exam again.

Exams will be available according to the schedule in the course calendar.

In-Class Activities

In this class, while there are in-class activities that are not graded, they are to help you gain a better understanding of the content. These activities will include class discussion. There may also be other unannounced in-class activities that are not graded.

Other Assignments and Activities

None.

Practice Final Exam

You are required to take a 154-item practice final exam. You will have three hours to take the practice final exam, and you are allowed two attempts. Each item is worth 1 point. The Practice Final Exam will count to 100 points. The remaining 54 points you earn will be your extra credit for this course. The practice final exam will take place on Canvas.

Comprehensive Departmental Final Exam

All students in PSYC 2301 are required to take a comprehensive departmental final exam consisting of 100 multiple-choice questions. All of the information you need to succeed on the exam may be found at <https://learning.hccs.edu/programs/psychology/psyc-2301-departmental-final-exam-preparation-resources>. The Departmental Final Exam is worth 200 points. The raw score of up to 100 will be multiplied by 2 in the gradebook. I will manually multiply the score after the final exam is over.

The exam will be administered on Canvas with these restrictions:

- a. Available only on the dates listed in the Course Calendar
- b. May not be taken early under any circumstances
- c. Time limit: 120 minutes
- d. Attempts: 1
- e. Questions shown one at a time
- f. After a question has been answered, students cannot return to it.
- g. Viewing of exam questions and submitted answers is not permitted.

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. If you do not take your final exam and you do not discuss your absence with me within 24 before or after the exam, you will earn a 0 for the comprehensive final exam.

Grading Formula

This course is graded on a points-based grading system with a maximum 1,000 total points possible. Calculate your grade by adding up all your points together. On Canvas in your gradebook, focus on the current number of points you have. Everyone starts off at 0, so do your best to earn as many points as you can! In this class, you can earn UP TO 54 points of

extra credit, which comes from the 54 points after the base 100 points from the Practice Final.

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| Written Assignment(s) | 200 |
| Exams | 500 |
| In-Class Activities | N/A |
| Other Assignments and Activities | N/A |
| Practice Final Exam | 100 |
| Comprehensive Departmental Final Exam | 200 |
| Total | 1,000 |
| Maximum Extra Credit | 54 |

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

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

Course Calendar

| Regular Term | | |
|--------------|-------------------|---|
| Week | Dates | Topic/What's due |
| 1 | Aug 27 – Sept 2 | Tuesday: Introduction to Class, Syllabus Thursday: Chapter 1: What is Psychology |
| 2 | Sept 3 – Sept 9 | Monday, September 3, 2018 – Labor Day, HCC Campuses Closed |
| | | Tuesday: Chapter 2: Psychology's Scientific Method Thursday: Chapter 2 Cont. Exam 1 for Chapters 1 & 2 Open Friday, September 7 at 12:00 AM Exam 1 Due Saturday, September 8 at 11:59 PM |
| 3 | Sept 10 – Sept 16 | Monday, September 10 – Census Day! Tuesday: Chapter 3: Biological Foundations of Behavior Thursday: Chapter 3 Cont. Psychology Journal 1 Due Saturday, September 15 at 11:59 PM |
| 4 | Sept 17 – Sept 23 | Tuesday: Chapter 3 Cont. Thursday: Chapter 6: Learning Exam 2 for Chapters 3 Open Friday, September 21 at 12:00 AM Exam 2 Due Saturday, September 22 at 11:59 PM |
| 5 | Sept 24 – Sept 30 | Tuesday: Chapter 6 Cont. Thursday: Chapter 6 Cont. |

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| 6 | Oct 1 – Oct 7 | Tuesday: Chapter 7: Memory Thursday: Chapter 7 Cont. <u>Psychology Journal 2 Due Saturday, Oct 6 at 11:59 PM</u> |
| 7 | Oct 8 – Oct 14 | Tuesday: Chapter 7 Cont. Thursday: Chapter 9: Human Development <u>Exam 3 for Chapters 6 & 7 Open Friday, October 12 at 12:00 AM</u> <u>Exam 3 Due Saturday, October 13 at 11:59 PM</u> |
| 8 | Oct 15 – Oct 21 | Tuesday: Chapter 9 Cont. Thursday: Chapter 9 Cont. <u>Psychology Journal 3 Due Saturday, October 20 at 11:59 PM</u> |
| 9 | Oct 22 – Oct 28 | Tuesday: Chapter 12: Personality Thursday: Chapter 12 Cont. |
| 10 | Oct 29 – Nov 4 | Tuesday: Chapter 12 Cont. Thursday: Chapter 17: Health Psychology Friday, November 2 – Last Day to Withdraw! <u>Exam 4 for Chapters 9 & 12 Open Friday, November 2 at 12:00 AM</u> <u>Exam 4 Due Saturday, November 3 at 11:59 PM</u> |
| 11 | Nov 5 – Nov 11 | Tuesday: Chapter 17 Cont. Thursday: Chapter 17 Cont. <u>Psychology Journal 4 Due Saturday, November 10 at 11:59 PM</u> |
| 12 | Nov 12 – Nov 18 | Tuesday: Chapter 15: Psychological Disorders Thursday: Chapter 15 Cont. |
| 13 | Nov 19 – Nov 25 | Tuesday: Chapter 15 Cont. Thursday: Happy Thanksgiving! No Class! Thanksgiving Break: Thursday, November 22-Sunday, November 25 |
| 14 | Nov 26 – Dec 2 | Tuesday: Chapter 16 Cont. Thursday: Chapter 16 Cont. |
| 15 | Dec 3 – Dec 9 | Tuesday: Review for the Departmental Final Exam Thursday: Review for the Departmental Final Exam <u>Practice Final Opens Monday, December 3 at 12:00 AM</u> <u>Exam 5 for Chapters 17, 15, & 16 Open Friday, December 7 at 12:00 AM</u> <u>Exam 5 Due Saturday, December 8, at 11:59 PM</u> <u>Practice Final Due Sunday, December 9 at 11:59 PM</u> <u>ALL LATE WORK Due Sunday, December 9, at 11:59 PM</u> |
| 16 | Dec 10 – Dec 16 | <u>FINAL EXAM</u> |

| | | |
|--|--|---|
| | | <p>Final Exam Opens Tuesday, December 11 at 12:00 AM Final Exam Closes Tuesday, December 11 at 11:59 PM</p> <p>That's it! Happy New Year! 😊</p> |
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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

I accept late work. However, there is a 20% penalty applied to all work and exams turned in late. I reserve the right to not apply the 20% penalty for emergencies on a case-by-case basis. Such emergencies include by are not limited to:

- Hospitalization of self or close family member—Get doctor's note.
- Illness—Get doctor's note.
- Jail Time—Get note from county office.
- Job Related Responsibilities—Get copy of work schedule.
- Travel for Work or Funerals—Get copy of plane tickets.

Please note: A make-up exam is not a retake. That is, make-up exams are allowed only for missed exams.

All late work is due by the due date indicated on the course calendar in this syllabus.

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.

Cheating on exams, passing work done by others as your own, or copying text without giving credit to the source are all examples of academic dishonesty. You must do your best to use your own words in written assignments. All acts of academic dishonesty will result in a zero for that assignment or exam.

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

To prevent yourself from being dropped and blocked from the class for nonattendance, **you must attend class at least once up to Monday, September 10, the Census Date.** As per HCC policy, students who fail to attend class up to the Census Date will be dropped from the course and blocked from the course on Canvas.

Students who must withdraw from the course must do so in PeopleSoft BEFORE the end of the day on Friday, November 2. Students who simply stop turning in assignments risk earning at grade of FX, which means they failed due to nonparticipation, which negatively affects the students' financial aid. If you **MUST** withdraw from the course, please make sure you do this by the end of the day on Friday, November 2.

If you have a situation that is preventing you from attending class BEFORE the Census Date or turning in your work, please let me know as soon as possible—do not wait until the last week of class to communicate your needs to me. I am here to help you, but I can only do so if you communicate with me.

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.

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 be reported in the Maxient system.

Instructor's Course-Specific Information

In this class, I make regular announcements in Canvas and in class. I also send these announcements through the Canvas inbox, which will also go to your HCC email. It is your responsibility to keep up with announcements.

For all graded assignments, you can expect a 1-week turnaround. This means that if you submit an assignment on a Saturday, you can expect to have a grade back on that assignment by the next Saturday. If unforeseen circumstances prevent me from returning grades within a one-week timeframe, I will let you know as soon as possible.

Electronic Devices

Please refrain from making and/or taking phone calls during class, except for in cases of emergencies. If you must make/take a phone call for emergency purposes, please quietly go outside the classroom, make/take the call, and quietly return. Please set your phone to silent mode during class. Please do your best to not distract your fellow students during class! If a student's device use is distracting to other students or disrupting class, the instructor reserves the right to ask the student to stop using the device and may ask the student to leave the class.

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:

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

Department Chair Contact Information

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