



**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 | CRN 21128

Fall 2020 | Second Start 12 Weeks (9.21.2020-12.13.2020)

Online

3 Credit Hours | 48 hours per semester

Instructor Contact Information and Preferred Method of Contact

Instructor:	Shelby Terral, M.S.	Office Phone:	(832) 377-0583
Office:	Online	Office Hours:	MW by appointment; TR 3-5pm; F 8am-12pm
HCC Email:	shelby.terral@hccs.edu	Office Location:	Online

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.

My preferred method of contact is by HCC Email (shelby.terral@hccs.edu). I check email frequently, so you can expect a response within 24 hours. Please be sure to use your assigned HCC student email when contacting me, this way we can assure that your email reaches me and not my spam.

Discussion boards: I have created several discussion boards for your convenience. Please use these before emailing me so your classmates have a chance to see your questions and my responses as well.

Availability: I will be available by email, Canvas chat, phone or WebEx during my office hours listed above. If these times do not work for you, please reach out to me so we can schedule something. I do ask that if you wish to speak to me give me at least 24 hours' notice to plan a time to talk.

What's Exciting About This Course

There are many exciting things about this course, but most importantly 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

Hello, and welcome to General Psychology! I am delighted that you have chosen this course. One of my passions is to know as much as I can about human behavior, and I can hardly wait to pass that on. I will do my best to present the course content 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 (shelby.terral@hccs.edu). The best way to really discuss issues is in person and I am 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 yourself and of human behavior. So please visit me or contact me whenever you have a question. Please be sure to use your HCC student email when contacting me, that way we can ensure that I receive your message, not my spam folder.

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](#).

Canvas Learning Management System

This course will use [Canvas](https://eagleonline.hccs.edu) (<https://eagleonline.hccs.edu>) as follows.

Online (WW)

This is a fully online course. All instruction and assessments will take place in Canvas.

HCCS Open Lab locations may be used to access the Internet and Eagle Online Canvas. Please visit <https://hccs.edu> for information about the availability of computer labs at specific HCC locations.

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/>.

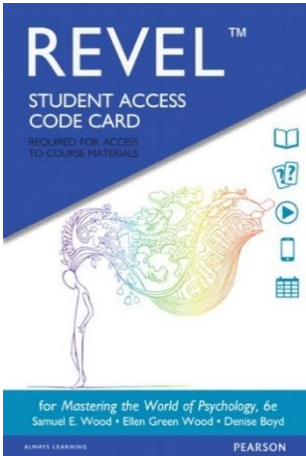
Please be aware that Canvas is optimized for desktop and laptop displays. Mobile device operating systems do not fully support some Canvas features. Visit this page for details on Canvas computer and browser requirements. <https://community.canvaslms.com/docs/DOC-10720-what-are-the-browser-and-computer-requirements-for-canvas>

If you have log-in or other technical issues that prevent you from completing coursework, please let me know. For technical assistance, consult HCC Online technical support <https://www.hccs.edu/online/technical-support/>.

Instructional Materials

Textbook Information

Access to a textbook is required for success in this course. The adopted textbook for this course is:

	<p>Wood, W., Wood, E., & Boyd, D. (2018). <i>Mastering the World of Psychology</i> 6th edition. Pearson.</p> <p>Students will register for the e-book through a link in Canvas. Two weeks' free access is provided at registration. Pay with a credit/debit card or enter an access code purchased from the HCC bookstore.</p> <p>For access code purchasing information:</p> <ol style="list-style-type: none"> 1. Visit https://hccs.bncollege.com/shop/hccs-central/home 2. Click Textbooks 3. Select the appropriate bookstore for your class. 4. Select the semester, department, course, and CRN. 5. Click "Find Materials" <p>We will use the e-book to guide our learning in class, however no graded assignments will take place on <i>Revel</i>. All assignments will take place on Canvas.</p>
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Other Instructional Resources

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC

personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

Libraries

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

Supplementary Instruction

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

Course Overview

PSYC 2301 is a survey course of the basic principles underlying human behavior. Emphasis is placed on major areas of study in the field of psychology, such as motivation, development, thought processes, and personality. (PSYC 2301 is included in the [Psychology Field of Study](#).)

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)

What are "Core Chapters" and "Non-Core Chapters"?

Core chapters are those that contain information that is covered on the Comprehensive Departmental Final Exam. They include Chapters 1, 2, 5, 6, 8, 10, 11, 12, and 13. The information in each chapter that appears on the exam is listed in the *Final Exam Handbook*. You will find it at the link below:

<https://learning.hccs.edu/programs/psychology/psyc-2301-departmental-final-exam-preparation-resources/Wood%20E%20Final%20Exam%20Handbook.pdf/view>

Written Assignment: Non-Core Topic Summary (100 points)

- Choose one of these topics from Chapter 3, 4, 7, 9, or 14.
 - 3.6 Influences on Perception
 - 4.5 Meditation and Hypnosis
 - 7.3 Intelligence
 - 9.1 Explaining Motivation
 - 14.8 Prejudice and Discrimination
- Write a summary of the topic that includes all the main points in the textbook.
- Minimum length: 500 words
- Must be typed and double-spaced
- I expect you to use at least one academic source and cite it correctly throughout the writing assignment. I will provide information on APA guidelines throughout the semester.
- The written assignment is due **12/5 no later than 11:59pm**
- The following chart is the grading rubric:

• Score	Completion	Accuracy	Comprehension	Organization	Mechanics
200	The answer is complete.	All information provided is accurate.	Content demonstrates a deep understanding of, and engagement with material	Content is well-organized and easy to read. Points follow a logical progression.	No major grammatical or spelling errors. No more than two minor errors.

175	The answer is missing slight details	All information provided is accurate.	Content demonstrates understanding of, and engagement with, the material	Content is well-organized and easy to read. Points follow a logical progression.	No major grammatical or spelling errors. No more than five minor errors.
150	The answer is missing multiple details.	Most information provided is accurate.	Content demonstrates basic understanding of the material.	Content is organized and easy to read. Points follow a mostly logical progression.	Some major and minor errors that don't necessarily impair communication.
125	Content suggests lack of preparation or comprehension.	Some information provided is accurate.	Content demonstrates less than basic understanding of the material	Content may be unorganized and difficult to read. Points do not follow a solidly logical progression.	Major and minor errors significantly weaken quality of communication, although still comprehensible.
100	Content only marginally related to the question, no use of an academic source.	A small amount of the information is accurate.	Content demonstrates a lack of understanding of the text(s).	Content is unorganized, illogical, and difficult to read.	Communication seriously impaired by multitude of spelling/grammatical errors.
75	Content fails to meet the basic requirements of the task, no use of an academic source.	None of the information provided is accurate.	Content demonstrates a complete lack of understanding of the material.	Content is very poorly organized, illogical, and difficult to read.	Multitude of major and minor errors make answer incomprehensible.

Exams

There will be five exams

- Exam 1: Chapter 1
- Exam 2: Chapters 2, 5
- Exam 3: Chapters 6, 8
- Exam 4: Chapters 10, 11
- Exam 5: Chapters 12, 13
- 50 multiple-choice questions on each exam
- Each question counts 2 points
- 100 points total for each exam

- Each exam will be online (i.e., on Canvas)
- No makeup exams are allowed, but each student's lowest exam grade will be dropped.
- Exams count **400 points**

In-Class Activities

Throughout the semester we will have 10-chapter quizzes, each worth 10 points. You will have 20 minutes to complete these, however each quiz allows unlimited attempts up until the due date, so shoot for full credit! Please see the 'Course Calendar' below for specific due dates.

Other Assignments and Activities

In addition to our chapter quizzes we will have chapter activities. These are not for a grade, but rather serve as a tool towards mastery of the course content. I encourage you to use these as study tools!

Final Exam Review

To help you get ready for the final exam, I will require you to take a practice final exam.

- Students must provide Scantron 882-E-LOVAS
- 100 multiple-choice questions
- Exam must be completed in class
- Makeup exams available only to students who provide documentation of an emergency
- The practice final is worth **100 points**

Note: Please take this practice final seriously. It is a great representation of the departmental final.

Comprehensive Departmental Final Exam

All students in PSYC 2301 are required to take a comprehensive departmental final exam consisting of 100 multiple-choice questions. The exam tests your knowledge and comprehension of the objectives and key terms listed in the Final Exam Handbook. The Comprehensive Departmental final is worth **200 points**.

The exam will be administered online with these restrictions:

- Available only on the dates listed in the Course Calendar
- May not be taken early under any circumstances
- Time limit: 120 minutes
- Attempts: 1
- Questions shown one at a time
- After a question has been answered, students cannot return to it.
- 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.

Grading Formula

Written Assignment(s)	100
Exams	400
Chapter Quizzes	100
Final Exam Review (Practice Final)	100
Comprehensive Departmental Final Exam	200
Participation	100
Total	1000
Maximum Extra Credit (TBA)	50

Note: Participation points will be earned by remaining active in the course and submitting assignments by the due date.

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

Incomplete Policy

In order to receive a grade of Incomplete ("I"), a student must have completed at least 85% of the work in the course. 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

Second Start		
Week	Dates	Topic/What's due
1	9/21	Chapter 1: Introduction to Psychology Self-introduction discussion board due 9/26 @ 11:59pm Ch. 1A quiz due 9/26 @ 11:59pm
2	9/28	Chapter 1: Introduction to Psychology cont. Ch. 1B quiz due 10/3 @ 11:59pm Exam 1 due 10/3 @ 11:59pm Fall Second Start Official day of Record 9/30
3	10/5	Chapter 2: Biology and Behavior Ch. 2 quiz due 10/10 @ 11:59pm
4	10/12	Chapter 5: Learning

		Ch. 5 quiz due 10/17 @ 11:59pm Exam 2 due 10/17 @ 11:59pm
5	10/19	Chapter 6: Memory Ch. 6 quiz due 10/24 @ 11:59pm
6	10/26	Chapter 8: Human Development Ch. 8 quiz due 10/30 @ 11:59pm Exam 3 due 11/1 @ 11:59pm No assignments on Halloween ☹️
7	11/2	Chapter 10: Health and Stress Ch. 10 quiz due 11/7 @ 11:59pm
8	11/9	Chapter 11: Personality Ch. 11 quiz due 11/14 @ 11:59pm Exam 4 due 11/14 @ 11:59pm Last Day to Withdraw 11/9
9	11/16	Chapter 12: Psychological Disorders Ch. 12 quiz due 11/21 @ 11:59pm
10	11/23	Ch. 13: Therapies Ch. 13 quiz due 11/28 @ 11:59pm Exam 5 due 11/28 @ 11:59pm Thanksgiving break 11/26
11	11/30	Written Assignment due 12/5 @ 11:59pm Practice Final due 12/6 @ 11:59pm
12	12/7	Comprehensive Departmental Final due 12/8 @ 11:59pm, open until 12/10 @ 11:59pm

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

See "Comprehensive Departmental Final Exam" and "Written Assignment" above for policies regarding the final exam and non-core chapter section summary. There are no makeup exams in this course. Instead, each student's lowest exam grade will be dropped. For chapter quizzes, students must complete the assignment by the designated due date to receive credit for it. Students who do not complete the chapter quizzes by their designated due date will receive a grade of zero. The departmental final exam **WILL NOT** be dropped.

Note: A make-up exam is NOT a retake. That is, make-up exams are allowed only for missed exams.

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.

As future professionals I expect that you maintain academic integrity and do your best to not intentionally/blatantly plagiarize. If you have any questions or concerns regarding how to cite literature properly please do not hesitate to reach out via email.

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

Student success is correlated with attendance, even in an online anytime (WW) course. If you need to miss assignments, please contact me, and provide proper documentation via email. I expect you to attend and be prepared to engage course material each week. According to HCC policy, (a) students who do not attend class on or before the Official Day of Record shown in the Course Calendar will be dropped; (b) instructors may withdraw students who miss six or more hours of class.

Online attendance:

Chapter quizzes will be due at 11:59pm on the Saturday of each week, so if you have not uploaded your assignment you will be marked "absent" for the week. If you need to submit late please be sure to contact me so I can make sure you are not counted absent.

Student Conduct

I expect students to conduct themselves in a courteous, professional, respectful manner always. These expectations apply to interactions with the instructor and with other students, as well as college staff and administration. The following are examples of inappropriate/unacceptable behavior in the collegiate setting:

abusive/derogatory/threatening/harassing language directed at the instructor or towards other students, staff, or administrators. Such behaviors will not be tolerated and may result in removal from the course if severe and/or repeated. Let us all work together this semester to ensure that we all have a great experience.

not be provided with correct answers. Questions about specific test items should be directed to me by email.

Instructor's Course-Specific Information

During class meetings and when contacting me by email, please be aware that my preferred mode of address is Professor Terral. Students may expect feedback on exams within 48 hours after the due date has passed. Students will receive exam scores but will not be provided with correct answers. Questions about specific test items should be directed to me by email.

Electronic Devices

This is a completely online course (WW) therefore I do not have any strict guidelines regarding the use of technology. However, with that said, I do encourage you all to minimize your distractions while engaging course materials (e.g., quizzes, reading chapters, listening to my lectures, etc.). If you ever find yourself needing some studying tips/advice please do not hesitate to reach out- the success of all my students is important to me, and remember, I was a student once too! 😊

Psychology Program Information

Visit the [Psychology Program Pages](#) on the HCC Learning Web for information about our faculty and courses. You will also find information about majoring in psychology.

Psychology Field of Study

[The Field of Study curriculum for Psychology](#) is an 18-credit-hour set of lower division courses that must be applied to a bachelor's degree in Psychology, regardless of degree designation. If a student successfully completes a field of study for an established degree program, the student may transfer that block of courses for full academic credit. The transferred field of study courses must be substituted for the receiving institution's lower-division requirements for the discipline degree program into which the student transfers. If a student completes only part of the field of study, then credit for those courses must also apply toward the major.

- PSYC 2301 General Psychology
- PSYC 2314 Lifespan Growth & Development
- PSYC 2317 Statistical Methods in Psychology
- PSYC 2319 Social Psychology
- PSYC 2320 Abnormal Psychology
- PSYC 2330 Biological Psychology

Associate in Science in Psychology

HCC students may earn an Associate in Science (A.S.) degree in psychology by completing the approved [degree plan](https://learning.hccs.edu/programs/psychology/majoring-in-psychology-1) (<https://learning.hccs.edu/programs/psychology/majoring-in-psychology-1>).

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.

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.

Instructional Modes

Flex Campus (FC)

In person classes where students can choose to participate either on campus or online (streamed from classroom):

<https://www.hccs.edu/campaigns/college-your-way/flex-campus/>

Online on a Schedule (WS)

Fully online, scheduled meetings

<https://www.hccs.edu/campaigns/college-your-way/online-on-a-schedule/>

Online Anytime (WW)

Fully online, no scheduled meetings

<https://www.hccs.edu/campaigns/college-your-way/online-anytime/>

Lab-Based Courses (HL)

Online with required attendance at scheduled labs on campus

<https://www.hccs.edu/campaigns/college-your-way/lab-based-courses/>

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