HOUSTON COMMUNITY COLLEGE

Division of Earth, Life & Natural Sciences
Biology Department
https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/

Biology 2301: Anatomy & Physiology I | Lecture | #21663

Fall 2020 | 16 Weeks (09.21.2020-12.13.2020)
Online | Southeast Eastside | M/W. 8:00 PM.-9:50 PM.
3 Credit Hours | 48 hours per semester

Instructor Contact Information

Instructor: Dr. Wilfred U Ajayi, MD. Ph.D. DTM&H, Office Phone: 713-718-XXXX

Office: Southeast, FM Office Hours: M-R 9:30-10:45 a.m.

HCC Email: wilfred.ajayi@hccs.edu Office Location: XXX?????.

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

Instructor's Preferred Method of Contact

HCC Email: wilfred.ajayi@hccs.edu. HCC Office phone no. 713-718-XXXX.

Please email me using your canvas account. I will respond to emails within 24-48 hours Monday through Friday; I will reply to weekend messages during the following week

What's Exciting About This Course

You will learn so much about your life and living organisms. Do you know how the heart works? Are you male or female? What makes you male or female? How does your blood flow? How do

you breathe? How do your kidneys eliminate waste? The course will look at how and why the body works the way it does. What happens? Anatomy and physiology is the study of life and living organisms. But what exactly does being ALIVE mean? What qualities make one a living organism? How do we stay alive? What processes help us stay alive? We will understand that Anatomy and Physiology are the opposite sides of the same biological coin.

Anatomy, provides a map of how a body is put together, human or animals.

Physiology is the instruction manual that explains how this miraculous machine works.

The information in this course will enable you to understand the life and living plus diseases and effects, as well as develop new habits to increase your personal success. You will use what you learn in this course; your knowledge will come in handy later in the course of your professional career.

My Personal Welcome

Welcome to Anatomy and Physiology 1 lecture. - I am thrilled that you have chosen this course and I hope to inspire you to success in your chosen field of study.

At the end of this course, I expect that you will have a better understanding of human body structures and seemingly, their functions. So please visit me after class or contact me by email if/when you have any questions.

I expect students to conduct themselves appropriately while in class, on college property or in an online environment. Students who pose a threat to the safety of others will be subject to immediate withdrawal from the classroom. Please refer to the HCC Student Handbook.

Next Learning

Online on a Schedule – Students can take classes online at the scheduled class time (4.00PM till 5.50PM) that they select when enrolling. Students never come to campus, but log into their class on the scheduled dates and times using our learning management system (Canvas).

Prerequisites and/or Co-Requisites

Anatomy and Physiology requires Math 0106 or higher placement by testing, must be placed in college level reading.
Co-requisites: None.
The recommendations for this course include College Level Reading as determined by SAT, ACT, TASP or successfully passing ENGL0305 with "C" or better. Biology 1406 (General Biology) is strongly recommended.
If you have enrolled in this course having satisfied these prerequisites and recommendations, you have a higher chance of success than students who have not done so. Please carefully read the repeater policy in the HCCS Student Handbook.

Canvas Learning Management System

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

Open Lab Locations

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

HCC Online Information and Policies

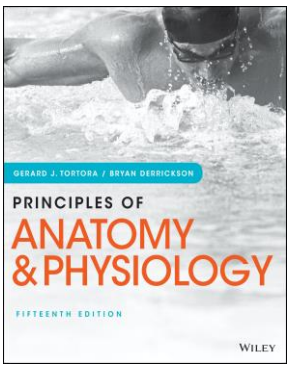
For online/hybrid students. As an online /hybrid student, you are responsible for all information/requirements provided by the online college. Here is the link to information about HCC Online classes http://www.hccs.edu/online/. This includes the mandatory online course prior to start of class.

Scoring Rubrics, Sample Assignments, etc.

When applicable, look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course.
https://eagleonline.hccs.edu/login/ldap

Instructional Materials

Required Resources



Title: Principles of Anatomy & Physiology 15th Edition

Print: Loose Leaf (full title)

Publishers: Wiley

ISBN: 9781119642275

- *Please note that you do not need to purchase book or access code for this course as you have paid for your course materials including etextbook access during registration. The cost of digital course materials for this class were included in your student bill and are guaranteed to be the lowest cost available to purchase your required materials.*
- *Students have the option to opt out of the program **prior to the Official day of Record**. Students who withdraw prior to the official day of record will have their course materials fee refunded within two day - two weeks after withdrawing.*
- *It is **NOT** recommended that you Opt-Out, as these materials are required to complete the course. If you do however choose to opt-out of these materials, you will not have access to the etextbook through Canvas and you will be responsible for purchasing the course materials at the full retail price. You can choose to Opt-Out on the first day of class, but you will be responsible for purchasing your course materials at the full retail price and access to your materials may be suspended. To Opt out, click on the First Day Inclusive Access LTI Link on your canvas shell, then click on the opt-out button and confirm. The HCC Bursars/Finance Department will credit your account in 2-14 days.*
- *If you withdraw prior to the official day of record, please opt out first so your account will be credited faster.*

- *Faculty, for more information about the HCC Textbook Savings program, contact our bookstore sm515@bncollege.com or 713-528-0872.*

ELECTRONIC RESOURCES FOR EXAMS: To maintain the rigor and the integrity of the classes, Biology department **requires** all students attending online classes to use a **Lockdown Browser with Webcam for all exams**. You need a desktop or a Laptop with webcam for your exams. Smartphones and tablets will not work.

Suggested Resources

OER???

Additional faculty suggested resource(s): Other text titles for reference, Professor's PPTs, handouts, Online A& P flashcards etc.

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

Anatomy and Physiology I is the first part of a two course sequence. It is a study of the structure and function of the human body including cells, tissues and organs of the following systems: integumentary, skeletal, muscular, nervous and special senses. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis.

Core Curriculum Objectives (CCOs)

BIOL. 2101 satisfies the Life science requirement in the HCCS core curriculum. The HCCS Biology 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 that pertain to Course Student Learning Outcome #2 below.
- ***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 that pertain to Course Student Learning Outcome #4 below.
- **Teamwork**– ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility** – ability to connect choices, actions and consequences to ethical decision-making

Program Student Learning Outcomes (PSLOs)

Program Student Learning Outcomes (PSLOs) for the Biology Discipline

1. Will display an understanding of biological systems and evolutionary processes spanning all ranges of biological complexity, including atoms, molecules, genes, cells, and organisms.
2. Will integrate factual and conceptual information into an understanding of scientific data by written, oral and/or visual communication. (This may include successful completion of a course-specific research project or a case study module).
3. Will demonstrate proficiency and safe practices in the use of laboratory equipment and basic laboratory techniques.

4. Will apply principles of the scientific method to problems in biology in the collection, recording, quantitative measurement, analysis and reporting of scientific data.

Course Student Learning Outcomes (CSLOs)

Completion of the specific course Student Learning Outcomes listed below does NOT and will NOT guarantee the student any specific final course grade at the end of the semester!

- Use anatomical terminology to identify and describe locations of major organs of each system covered.
- Explain interrelationships among molecular, cellular, tissue, and organ functions in each system.
- Describe the interdependency and interactions of the systems.
- Explain contributions of organs and systems to the maintenance of homeostasis.
- Identify causes and effects of homeostatic imbalances.
- Describe modern technology and tools used to study anatomy and physiology.

Learning Objectives

- Use anatomical terminology to identify and describe locations of major organs of each system covered.
- Explain interrelationships among molecular, cellular, tissue, and organ functions in each system. Describe the interdependency and interactions of the systems.
- Explain contributions of organs and systems to the maintenance of homeostasis. Identify causes and effects of homeostatic imbalances.
- Describe modern technology and tools used to study anatomy and physiology.

Student Success

Academic standards require a minimum of 3 study hours for every contact hour; meaning for a class that meets 3 hours per week, you need to budget and set aside a minimum of 9 hours each week to study and prep for your course success. Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Timely completion of assignments
- Participating in class activities
- Successful exam performance, including the mandatory final

There is no short cut for success in this course; it requires reading and studying the material using the course objectives as a guide.

Instructor and Student Responsibilities

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

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

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

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

Assignments, Exams, and Activities

Written Assignment

Homework assignment(s) at Pearson Mylab Mastering can be accessed online through Canvas, and will cover all the chapters. The assignment has a course score grade of 200 points on a 1,000-point scale (see Grading Formula below).

Exams

Week Three - Lecture Exam 1, will cover Chapters 1 through 3
Week Four - Lecture Exam 2; will cover Chapters 4 through 6
Week Six- Lecture Exam 3; will cover Chapters 7 through 9
Week Seven - Lecture Exam 4; will cover Chapters 10 through 11
Week Ten- Lecture Exam 5; will cover Chapters 12 through 14
Week Eleven - Lecture Exam 6; will cover Chapters 15 through 17

Each examination will consist of 50 multiple – choice questions and will be taken and submitted online. Each question is worth same score and each exam have a score of 100. There will be no makeup exam for any of the remaining exams during this semester. Student will receive a final exam grade of zero for any missed examinations and may result in a course grade of F.

In-Class Activities

Scheduled and unannounced quizzes and bonus quizzes will be given during class.

Final Exam

All students will be required to take a comprehensive departmental final exam consisting of 50 multiple- choice questions. Please use your textbook chapters' reviews at the end of each chapter as your final review for the course. No designated review and no makeup for the District Final

You must get at least 50% (25 of 50) of the items correct on the examination to pass the District Final (departmental decision).

Grading Formula

GRADE DETERMINATION:

Your grade will be determined by your scores on the assessments given by your instructor based on your performance on assignments, quizzes, chapters exams and final comprehensive exit examination.

LETTER GRADE ASSIGNMENT:

Grading Scale
A = 900 -1000 (90 – 100%)
B = 800 - 899 (80 – 89.9%)
C = 700 - 799 (70 – 79.9%)
D = 600 - 699 (60 – 69.9%)
F = Score Below 60%
FX (Failure due to non-attendance)
IP (In Progress)
W (Withdrawn)
I (Incomplete)

GRADE CALCULATION:

Exams, 1, 2, 3, 4, 5 and 6 will each has 100 points	= 600
Assignments on all chapters for 2301	= 200
Quizzes	= 100
Final Comprehensive 2301 Exam (10%)	= 100
Total Score	**= 1000**

Incomplete Policy:

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

- ✓ You have earned at least 85% of the available points by the date that the "I" grade is requested.
- ✓ You can provide documentation showing why you should earn an incomplete, such as a doctor's note, etc.
- ✓ You must be passing with a grade of "C" or better.
- ✓ You must request the incomplete in writing BEFORE **THE FOURTH COURSE EXAM**
- ✓ 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

Week	Chapters	Contents Covered
1. Sept 21	1	Introduction - Overview of the Science of Anatomy and Physiology
1. Sept 23	2, 3	Chemical level of Organism: Atoms, Ions, and Molecules Biology of the Cell; cellular form & structures
2. Sept 28	4	Tissues
2. Sept 30	5	Integumentary System
3. Oct 05, & 07	6, 7	Bone Tissue: Structure and Function, The Axial Skeleton **Lecture Exam 1:** Chapters 1 thru 3
4. Oct 12 & 14	7, 8	The Axial Skeleton continued & The Appendicular Skeleton **Lecture Exam 2:** Chapters 4 thru 6
5. Oct 19 & 26	8, 9	Appendicular Skeleton continued, Articulations - Joints
6. Oct 26 & 28	10, 11	Muscle Tissue Muscular System; Axial and Appendicular **Lecture Exam 3:** Chapters 7 thru 9
7. Nov 2 & 4	12	Nervous Tissue **Lecture Exam 4:** Chapters 10 thru 11
8. Nov 9 & 11	13 14	Spinal cord and spinal nerves, and Somatic Reflexes Brain and Cranial nerves, and Somatic Reflexes
9. Nov 16 & 18	14 15	Brain and Cranial nerves, and Somatic Reflexes continued Sensory Pathway and Somatic Nervous System
10. Nov 23 & 25	16	The Autonomic Nervous System and Visceral Reflexes **Lecture Exam 5:** Chapters 12 thru 14
11. Nov 30	16 17	The Autonomic Nervous System and Visceral Reflexes continued Special senses
11. Dec 2	17	Special Senses continued **Lecture Exam 6:** Chapters 15 thru 17
12. Dec 7		**Departmental Comprehensive FINAL EXAM** Date;**TBA**

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

Students are required to read assigned chapters and to complete chapters and quizzes (if assigned) on schedule. Additional announced and unannounced quizzes during lecture may be conducted throughout the semester. Additional assignments may be assigned as specified by the instructor.
Only one make-up exam per semester is allowed (with proper documentation) and must be arranged with the instructor ASAP. There is no repeating of examinations or "dropping" of lowest grade/s.

Lecture exams will include multiple choice questions and essay/short answer questions.

Academic Integrity

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

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 Procedures

Attendance is mandated by the state. You are expected to attend the entirety of the scheduled lecture. Students should be on time for class and be prepared (having read and completed the assignments) with required materials including textbook. Complete attention during lecture is required. You are expected to attend all lecture classes and labs regularly. You are also responsible for materials covered during your absences. Instructors may be willing to consult with you for make-up assignments, but it is your responsibility to contact the instructor. Class attendance is monitored daily. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences. You may be dropped from a course after accumulating absences in excess of 12.5 percent of the total hours of instruction (lecture and lab). For example:

- For a 3 credit-hour lecture class meeting 3 hours per week (48 hours of instruction), you can be dropped after 6 hours of absence.
- For a 4 credit-hour lecture/lab course meeting 6 hours per week (96 hours of instruction), you can be dropped after 12 hours of absence.

- Departments and programs governed by accreditation or certification standards may have different attendance policies. Administrative drops are at the discretion of the instructor. Failure to withdraw officially can result in a grade of "F" or "FX" in the course.
- A grade of "F" (i.e. for poor performance) and a grade of "F" due to a lack of attendance. To make that distinction, we have created a new grade, "FX" for failure due to lack of attendance. Faculty will not be allowed the option of submitting a grade change form changing the grade of FX (or F) to W, if the student stopped attending class.

Student Conduct

Students are always expected to be at their best behavior during schedule lectures and classes.
Disruptive behavior or any behavior that interferes with any educational activity being performed by the instructor will not be allowed. Additionally, no student may interfere with his/her fellow students' right to pursue their academic goals to the fullest in an atmosphere appropriate to a community of scholars.

Students are expected to respect the learning rights of all others in the classroom. Individual conversations, chatting online, text messaging, arriving to class late, sleeping during class, working on online assignments, playing computer games, surfing the internet and studying for another class during classroom time are unacceptable behaviors. Students who demonstrate these behaviors may be asked to leave class. Disruptive behavior may result in removal from the class. In addition, no smoking is allowed. Students are expected to dress clean and comfortable

Instructor's Course-Specific Information (As Needed)

Grades for lectures examination will be reviewed the following class date. Your grade will be valid towards your final semester grade and no dropping of grade

When you access the Canvas course, please always check the **Announcements** forum link – the most up-to-date info will be posted there, and you are responsible for it. We will Communication via Announcements on the Canvas course system, and by "Inbox" email is strongly recommended for this course. Email inquiries will be responded within 48 hours of the receipt. **Please include your CRN number**

Helpful Tips

The following are strongly recommended for each student:

- *Read and understand all elements of the Syllabus, and Student handbooks.*
- *Give your professor both day / evening phone numbers and e-mail address.*
- *Read and comprehend the required chapters in the textbook prior to the exams.*
- *Successfully complete all requirements of this course as outlined in this document.*
- *Contact your professor if you have any questions regarding any element of the course you do not understand.*
- *HINT: Work hard from the beginning of the semester rather than playing a "catch-up game during the second half of the semester.*
- *Student web sites of the publisher are excellent sources to review course content.*
- *Plan to attend review sessions to clarify your concerns about the course content.*

Electronic Devices

Phone or other personal electronic devices are **not** to be used during class (lecture and lab). This includes making or taking a call, texting, playing games, checking email, surfing the web, anything that involves a phone or other personal electronic device. If circumstances require that you be available via phone, your phone can be on vibrate mode and you can return the call during our regular scheduled breaks or exit the class to review the call. Notify your friends, family, employers, and anyone else who regularly contacts you that you will be in class and that you should be contacted only when necessary. STUDENTS ARE NOT PERMITTED TO ANSWER CALLS DURING EXAMS. Phones will be placed in front of the class during each exam.

Biology Program Information

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

AWARD TYPES: Associate in Science
AREA OF STUDY: Science, Technology, Engineering & Math

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

HCC Policies

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

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

EGLS^3

The EGLS^3 (Evaluation for Greater Learning Student Survey System) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS^3 surveys are only available for the Fall and Spring semesters. –EGLS3 surveys are not offered during the Summer semester due to logistical constraints.
http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/

Campus Carry Link

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

HCC Email Policy

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

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their

college for support. Furthermore, please notify the professor if you are comfortable in doing so.

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

Office of Institutional Equity

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

disAbility Services

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

Title IX

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

David Cross
Director EEO/Compliance
Office of Institutional Equity & Diversity
3100 Main
(713) 718-8271
Houston, TX 77266-7517 or Institutional.Equity@hccs.edu
http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/

Office of the Dean of Students

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

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

Department Chair Contact Information

Dr. DaeJan Grigsby

Email: daejan.grigsby@hccs.edu

Phone: 713-718-7775