

# Online Learning Contacts

## At Harold Washington College

The table below contains a list of resources and contact information for the departments at Harold Washington College now providing support for online courses. As a general rule when managing an issue or need related to an online course, you will contact the same department you would normally contact at your college at Harold Washington College.

AREA	TOPIC	RESOURCES & CONTACT INFORMATION
<i>A list containing email addresses for all academic departments can be found at the bottom of this document.</i>		
ACADEMIC DEPARTMENT	Grade Appeals/Student Concerns	After the student has worked with his/her instructor, the next point of escalation will be the academic Department Chairperson.
	Online Credential Review	Please contact your Online Academic Coordinator upon successful completion of your three ION courses. He or she will request a review and update of your credentials.
	Grade Change Approval	All Grade Change requests for online courses are submitted electronically. You will receive email notifications serving as status updates as your grade change request travels through the process. Please ensure you have submitted your
	Faculty Course Assignment/Contracts Course Offerings	Contact your Academic Online Coordinator (AOC). See information below.
REGISTRAR	Administrative Withdrawals Posting Grades NSWs Grade Change Submission Support	<b>Primary Contact:</b> <b>Courtney O'Brien, Registrar at HWC</b> email: <a href="mailto:cobrien4@ccc.edu">cobrien4@ccc.edu</a> phone: 312.553.6063 <b>Secondary Contact:</b> <b>Harold Washington College Registrar</b> email: <a href="mailto:hwregistrar@ccc.edu">hwregistrar@ccc.edu</a> phone: 312.553.6060
	Student Discipline Issues	<b>Harold Washington College Student Services</b> Wendell Blair <a href="mailto:wblair@ccc.edu">wblair@ccc.edu</a>
TECHNOLOGY/ HELPDESK	Student/Faculty issues with Blackboard Time trade Issues (Proctored Exam Scheduling) Technical Issues with proctored exam administration	<b>Helpdesk</b> Website: <a href="http://www.ccc.edu/help">http://www.ccc.edu/help</a> phone: 312--553--2600  <b>Time trade help</b> <a href="mailto:timetradesupport@ccc.edu">timetradesupport@ccc.edu</a>
INSTRUCTIONAL DESIGN	Online Learning Blackboard course setup Online Course Revisions/Updates General Online Learning Questions	Selom Assignon <a href="mailto:Sassignon@ccc.edu">Sassignon@ccc.edu</a> 312-553-3001  Steven Bradford <a href="mailto:Sbradford3@ccc.edu">Sbradford3@ccc.edu</a> 312-553-3003

	<b>Academic Online Coordinator 2017-2018</b>	<b>Department Chair</b>	<b>Department Secretary</b>
<b>Art &amp; Architecture</b> <i>Art</i>	John Metoyer <a href="mailto:jmetoyer@ccc.edu">jmetoyer@ccc.edu</a>	John Metoyer <a href="mailto:jmetoyer@ccc.edu">jmetoyer@ccc.edu</a>	Shirley Glover <a href="mailto:sglover@ccc.edu">sglover@ccc.edu</a>
<b>Biology</b> <i>Biology Health</i>	Uletta Jackson <a href="mailto:Ujackson4@ccc.edu">Ujackson4@ccc.edu</a>	Khalid Uddin <a href="mailto:kuddin@ccc.edu">kuddin@ccc.edu</a>	Chana Chapple <a href="mailto:cchapple@ccc.edu">cchapple@ccc.edu</a>
<b>Physical Science</b> <i>Astronomy Physical Science</i>	Phillip Vargas <a href="mailto:pvargas21@ccc.edu">pvargas21@ccc.edu</a>	Phillip Vargas <a href="mailto:pvargas21@ccc.edu">pvargas21@ccc.edu</a>  Allan Wilson <a href="mailto:Awilson43@ccc.edu">Awilson43@ccc.edu</a>	Chana Chapple <a href="mailto:cchapple@ccc.edu">cchapple@ccc.edu</a>
<b>Business</b>	Van Feller - Business <a href="mailto:vfeller@ccc.edu">vfeller@ccc.edu</a>	Bridgette Mahan <a href="mailto:bmahan@ccc.edu">bmahan@ccc.edu</a>	Joy Bassett <a href="mailto:Jbassett2@ccc.edu">Jbassett2@ccc.edu</a>
<b>CIS</b>	Athir Mahmud- CIS <a href="mailto:amahmud@ccc.edu">amahmud@ccc.edu</a>	Brian Nix <a href="mailto:bnix@ccc.edu">bnix@ccc.edu</a>	
<b>English</b> <i>English Speech Literature Theatre Art</i>	Elisabeth Greer <a href="mailto:EGreer8@ccc.edu">EGreer8@ccc.edu</a>	Sarah Liston <a href="mailto:sliston@ccc.edu">sliston@ccc.edu</a>  Jean Laurent Deher-LeSaint <a href="mailto:jldeher@ccc.edu">jldeher@ccc.edu</a>	Sherrie Webb <a href="mailto:swebb3@ccc.edu">swebb3@ccc.edu</a>
<b>World Languages</b> <i>French Spanish</i>	Andrew Cutcher <a href="mailto:acutcher@ccc.edu">acutcher@ccc.edu</a>	Jacqueline Cunningham <a href="mailto:jcunningham@ccc.edu">jcunningham@ccc.edu</a>	Shirley Glover <a href="mailto:sglover@ccc.edu">sglover@ccc.edu</a>
<b>Humanities</b> <i>Fine Arts Humanities Music Philosophy</i>	Matthew Shevitz <a href="mailto:mshvitz@ccc.edu">mshvitz@ccc.edu</a>	Michael Laymon <a href="mailto:mlaymon@ccc.edu">mlaymon@ccc.edu</a>	Elizabeth Henschel <a href="mailto:ehenschel1@ccc.edu">ehenschel1@ccc.edu</a>
<b>Mathematics</b>	Liliana Jianu <a href="mailto:ljianu@ccc.edu">ljianu@ccc.edu</a>	LaNisha Thomas <a href="mailto:LThomas209@ccc.edu">LThomas209@ccc.edu</a>	Sherri Hayden <a href="mailto:shayden8@ccc.edu">shayden8@ccc.edu</a>
<b>Applied &amp; Social Science</b> <i>Anthropology Child Development Criminal Justice Economics Geography History Political Science Psychology Social Science Sociology</i>	Lynnel Kiely <a href="mailto:lkiely@ccc.edu">lkiely@ccc.edu</a>  Anthropology Psychology Sociology Social Science  Janvier Jones <a href="mailto:jjones77@ccc.edu">jjones77@ccc.edu</a>  Child Development Criminal Justice Economics Geography History Political Science	Domenico Ferri <a href="mailto:dferri@ccc.edu">dferri@ccc.edu</a>  Michael Heathfield <a href="mailto:mheathfield@ccc.edu">mheathfield@ccc.edu</a>	