

# McLennan

C O M M U N I T Y

# COLLEGE

WACO, TEXAS

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## **COURSE SYLLABUS AND INSTRUCTOR PLAN**

### **MUSIC APPRECIATION**

**MUSI – 1306 – F2**

**PATRICK KELLY**

**NOTE: This is an 8-week course.**

#### **COVID 19 Notice:**

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

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### **Course Description:**

Understanding music through the study of cultural periods, major composers, repertoire, and musical elements.

Illustrated with audio recordings, readings, interclass discussion, and video programs.

(Does not apply to a music major degree.) Applies as a required humanities or fine arts course for all students.

Semester Hours 3 (3 lec)

### **Prerequisites and/or Corequisites:**

*None*

### **Course Notes and Instructor Recommendations:**

This online course works best when using Google Chrome as your browser. Firefox works ok, too. **Microsoft Explorer does not work and play well with Brightspace.**

### **Instructor Information:**

Instructor Name: Patrick Kelly

MCC E-mail: [pkelly@mcclennan.edu](mailto:pkelly@mcclennan.edu)

Office Phone Number: 254-299-8106

Office Location: MTA 112

Office/Teacher Conference Hours: My schedule is often fluid during the week so if you will contact me via email I will be happy to arrange a time to meet you at my campus office at your convenience.

**I check my MCC email each morning and again each evening every day. I also use MCC email to send announcements pertaining to the class and to contact individual students. It is absolutely essential that you use and check your MCC student email account often. I will not contact you via private email accounts.**

### **Required Text & Materials:**

Title: Listen to This

Author: Mark Evan Bonds

Edition: 4th

Publisher: Pearson Revel

ISBN: Not needed – the digital text was included in the price of the course and the access portal is already located inside the Brightspace course shell.

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**MCC Bookstore Website:** <http://www.mclennan.edu/bookstore/>

### **Methods of Teaching and Learning:**

We will use a combination of readings and listening examples all assessed with quizzes that are embedded in the digital text “Listen to This.” In addition there will be weekly discussion topic assignments in Brightspace and a video or two.

**There is a short course Orientation Module contained in Brightspace to be completed during the first week of class. The orientation material will answer most of the most commonly asked question regarding the course. However, if you have any additional questions or require additional clarification on anything pertaining to the course please do not hesitate to email me directly. I am here for you and there are no silly questions.**

Much of what you will be doing in this course involves reading and listening from REVEL: *Listen to This*. Quizzes over the reading and listening will also be done inside REVEL. A link for accessing REVEL: *Listen to This* is already embedded in the Brightspace course shell. Use this entry point when setting up your REVEL account and working in the course.

In addition, there are weekly Discussion Forums contained in the “Discussions” area of Brightspace and a few video assignments that will be available through the weekly announcements.

Students may submit up to two extra credit essays to supplement your grade. Instructions for the extra credit exercises are available in Brightspace. Additional recital/concert attendance can count as extra credit.

### **Course Objectives and/or Competencies:**

The course objectives are:

To learn about the basic elements that make up all music

To learn how to listen to music actively

To learn about the historical evolution of music, including major composers and key repertoire

To learn to think and write critically about music

The course calendar that follows is also available as a stand-alone document to be downloaded from the Brightspace Content menu.

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### Week 1

**Due Thursday, October 20<sup>th</sup> 8:00am (soft due date)**

- Course Orientation Module
  - Orientation Quiz
  - Orientation Discussion Topic – “Introduction”
- The Elements of Music: A Brief Introduction
  - Quiz: Listening to Young Person’s Guide to the Orchestra
  - Introduction Quiz: The Elements of Music
- Watch Video – *The Story of Music: The Age of Discovery*
  - Quiz over the video

**Due Monday, October 24<sup>th</sup> at 8am**

- Part 1 – The Middle Ages
  - Part 1 Quiz – The Middle Ages
- Chapter 1 – Hildegard von Bingen, *Play of Virtues* (excerpt)
  - Quiz: Listening to *Play of Virtues* (excerpt)
  - Chapter 1 Quiz: Hildegard, *Play of Virtues* (excerpt)
- Chapter 3 – Plainchant Alleluia, “Caro mea”
  - Quiz: Listening to “Caro mea”
  - Chapter 3 Quiz: Plainchant Alleluia, “Caro mea”
- Chapter 5 – Guillaume de Machaut, “No More Than One Man Could Count the Stars”
  - Quiz: Listening to “No More Than One Man Could Count the Stars”
  - Chapter 5 Quiz: Machaut, “No More Than One Man Could Count the Stars”
- Chapter 6 – Alfonso el Sabio, *Songs to the Virgin Mary*, no. 147, “The Talking Sheep”
  - Quiz: Listening to “The Talking Sheep”
  - Chapter 6 Quiz: Sabio, *Songs to the Virgin Mary*, no. 147, “The Talking Sheep”

### Week 2

**(The Renaissance, The Baroque Era)**

**Due Thursday, October 27<sup>th</sup> at 8:00am (soft due date)**

- Week 2 Discussion Topic – “Music and Spirituality”
- Part 2: The Renaissance
  - Part 2 Quiz: The Renaissance
- Chapter 7: Josquin des Prez, “The Cricket”
  - Quiz: Listening to “The Cricket”
  - Chapter 7 Quiz: Josquin, “The Cricket”

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- Chapter 8: Thomas Weelkes, “Since Robin Hood”
    - Quiz: Listening to “Since Robin Hood”
    - Chapter 8 Quiz: Weelkes, “Since Robin Hood”
  - Chapter 10: Giovanni Pierluigi da Palestrina, *Pope Marcellus Mass*, “Gloria”
    - Quiz: Listening to “Gloria”
    - Chapter 10 Quiz: Palestrina, *Pope Marcellus Mass*, “Gloria”
  - Chapter 12: Tielman Susato, *Moorish Dance*
    - Quiz: Listening to *Moorish Dance*
    - Chapter 10 Quiz: Susato, *Moorish Dance*

**Due Monday, October 31<sup>st</sup> at 8:00am**

- Part 3: The Baroque Era
  - Part 3 Quiz: The Baroque Era
- Chapter 13: Claudio Monteverdi, *Orpheus*, selection from Act II
  - Quiz: Listening to *Orpheus*
  - Chapter 13 Quiz: Monteverdi, *Orpheus*, selection from Act II
- Chapter 14: Henry Purcell, *Dido and Aeneas*, selections
  - Quiz: Listening to *Dido and Aeneas*
  - Chapter 14 Quiz: Purcell, *Dido and Aeneas*, selections
- Chapter 16: Barbara Strozzi, “Revenge”
  - Quiz: Listening to “Revenge”
  - Chapter 16 Quiz: Strozzi, “Revenge”

### Week 3

**(The Baroque Era continued, The Classical Era)**

**Due Thursday, at 8:00am November 3<sup>rd</sup> at 8am (soft due date)**

- Week 3 Discussion Topic – “The Active Listener”
- Chapter 17: Antonio Vivaldi, *The Four Seasons*, “Winter,” first movement
  - Quiz: Listening to “Winter”
  - Chapter 17 Quiz: Vivaldi, *The Four Seasons*, “Winter,” first movement
- Chapter 18: Johann Sebastian Bach, Fugue in G Minor, BWV 578 (“Little” Fugue)
  - Quiz: Listening to Bach’s Fugue in G Minor
  - Chapter 18 Quiz: Bach, Fugue in G Minor, BWV 578 (“Little” Fugue)
- Chapter 19: Johann Sebastian Bach, Brandenburg Concerto no. 2 in F Major, finale
  - Quiz: Listening to Brandenburg Concerto no. 2, finale
  - Chapter 19 Quiz: Bach, Brandenburg Concerto no. 2 in F Major, finale
- Chapter 20: Johann Sebastian Bach, Cantata 140: *Awake, a Voice Calls to Us*, selections

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- Quiz: Listening to *Awake, a Voice Calls to Us*
- Chapter 20 Quiz: Bach, Cantata 140: *Awake, a Voice Calls to Us*, selections
- Chapter 21: George Frideric Handel, *Messiah*, selections
  - Quiz: Listening to *Messiah*
  - Chapter 21 Quiz: Handel, *Messiah*, selections

### **Due Monday, November 7<sup>th</sup> at 8am**

- Part 4: The Classical Era
  - Part 4 Quiz: The Classical Era
- Chapter 22: Joseph Haydn, String Quartet in C Major, op. 76, no. 3, second movement
  - Quiz: Listening to Haydn's String Quartet in C Major, second movement
  - Chapter 22 Quiz: Haydn, String Quartet in C Major, op. 76, no. 3, second movement
- Chapter 24: Joseph Haydn, Symphony no. 102 in B-flat major, third and fourth movements
  - Quiz: Listening to Haydn's Symphony no. 102
  - Chapter 22 Quiz: Haydn, Symphony no. 102 in B-flat major, third and fourth movements
- Watch Video: "Music and the Inner Self," TED Talk by James Rhodes

## **Week 4**

### **(The Classical Era continued, The Nineteenth Century)**

### **Due Thursday, November 10<sup>th</sup> at 8:00am (soft due date)**

- Week 4 Discussion Topic – "Classical Music for the People"
- Chapter 25: Wolfgang Amadeus Mozart, Symphony no. 40 in G Minor, K. 550, first movement
  - Quiz: Listening to Symphony no. 40 in G Minor, first movement
  - Chapter 25 Quiz: Mozart, Symphony no. 40 in G Minor, K. 550, first movement
- Chapter 26: Wolfgang Amadeus Mozart, Piano Concerto in A Major, K. 488, first movement
  - Quiz: Listening to Mozart's Piano Concerto in A Major
  - Chapter 26 Quiz: Mozart, Piano Concerto in A Major, K. 488, first movement
- Chapter 27: Wolfgang Amadeus Mozart, *The Marriage of Figaro*, Act I, "Cosa Sento"
  - Quiz: Listening to "Cosa Sento"
  - Chapter 27 Quiz: Mozart, *The Marriage of Figaro*, Act I, "Cosa Sento"
- Chapter 29: William Billings, "Chester"
  - Quiz: Listening to "Chester"

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- Chapter 29 Quiz: Billings, “Chester”

**Due Monday, November 14<sup>th</sup> at 8am**

- Part 5: The Nineteenth Century
  - Part 5 Quiz: The Nineteenth Century
- Chapter 30: Ludwig von Beethoven, Symphony no. 5 in C Minor, op.67
  - Quiz: Listening to Beethoven’s Fifth Symphony
  - Chapter 30 Quiz: Beethoven, Symphony no. 5 in C minor, op. 67
- Chapter 31: Franz Schubert, “Erlkönig,” D. 328
  - Quiz: Listening to “Erlkönig”
  - Chapter 31 Quiz: Schubert, “Erlkönig,” D. 328
- Chapter 32: Felix Mendelssohn, Overture to *A Midsummer Night’s Dream*
  - Quiz: Listening to Overture to *A Midsummer Night’s Dream*
  - Chapter 32 Quiz: Mendelssohn, Overture to *A Midsummer Night’s Dream*
- Chapter 33: Hector Berlioz, *Symphonie fantastique*, fourth movement (“March to the Scaffold”)
  - Quiz: Listening to “March to the Scaffold”
  - Chapter 33 Quiz: Berlioz, *Symphonie fantastique*, fourth movement (“March to the Scaffold”)

### Week 5

**(The Nineteenth Century continued)**

**Due Thursday, November 17<sup>th</sup> at 8:00am (soft due date)**

- Week 5 Discussion Topic – “The Modern Romantic”
- Chapter 34: Fanny Mendelssohn Hensel, Piano Trio in D Minor, op. 11, third movement (“Song”)
  - Quiz: Listening to Hensel’s Piano Trio
  - Chapter 34 Quiz: Hensel, Piano Trio in D Minor, op. 11, third movement (“Song”)
- Chapter 35: Robert Schuman, “Dedication”
  - Quiz: Listening to “Dedication”
  - Chapter 35 Quiz: Schuman, “Dedication”
- Chapter 37: Frédéric Chopin, Mazurka in B-flat Major, op. 7, no. 1
  - Quiz: Listening to Chopin’s Mazurka in B-flat Major
  - Chapter 37 Quiz: Chopin, Mazurka in B-flat Major, op. 7, no. 1
- Chapter 40: Giuseppe Verdi, *La Traviata*, Act I, selection (“Follie!”)
  - Quiz: Listening to “Follie!”

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- Chapter 40 Quiz: Verdi, *La Traviata*, Act I, selection (“Follie!”)

**Due Monday, November 21<sup>st</sup> at 8:00am**

- Chapter 41: Richard Wagner, *The Valkyrie*, Act III, (“Wotan’s Farewell”)
  - Quiz: Listening to “Wotan’s Farewell”
  - Chapter 41 Quiz: Wagner, *The Valkyrie*, Act III, (“Wotan’s Farewell”)
- Chapter 42: Peter Ilyich Tchaikovsky, *Swan Lake*, Act IV, finale
  - Quiz: Listening to *Swan Lake* finale
  - Chapter 42 Quiz: Tchaikovsky, *Swan Lake*, Act IV, finale
- Chapter 43: Johannes Brahms, Symphony no. 4 in E Minor, op. 98, finale
  - Quiz: Listening to Brahms’s Fourth Symphony
  - Chapter 43 Quiz: Brahms, Symphony no. 4 in E Minor, op. 98, finale
- Chapter 44: Antonin Dvorák, String Quartet in F Major, op. 96, (“American”), third movement
  - Quiz: Listening to Dvorák’s String Quartet in F Major
  - Chapter 44 Quiz: Dvorák, String Quartet in F Major, op. 96, (“American”), third movement

### Week 6

(Since 1900)

**Due Thursday, November 24<sup>th</sup> at 8:00am (soft due date)**

- Week 6 Discussion Topic – “Finding Meaning in Instrumental Music”
- Part 6: Since 1900
  - Part 6 Quiz: Since 1900
- Chapter 45: Claude Debussy, *Voiles*
  - Quiz: Listening to *Voiles*
  - Chapter 45 Quiz: Debussy, *Voiles*
- Chapter 47: Arnold Schoenberg, “Columbine” from *Pierrot lunaire*
  - Quiz: Listening to “Columbine”
  - Chapter 47 Quiz: Schoenberg, “Columbine” from *Pierrot lunaire*
- Chapter 48: Igor Stravinsky, *The Rite of Spring*, Part One
  - Quiz: Listening to *The Rite of Spring*, Part One
  - Chapter 48 Quiz: Stravinsky, *The Rite of Spring*, Part One
- Chapter 56: Aaron Copland, “Hoe-Down” from *Rodeo*
  - Quiz: Listening to “Hoe-Down”
  - Chapter 56 Quiz: Copland, “Hoe-Down” from *Rodeo*

**Due Monday, November 28<sup>th</sup> at 8am**

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- Chapter 49: Scott Joplin, “Maple Leaf Rag”
    - Quiz: Listening to “Maple Leaf Rag”
    - Chapter 49 Quiz: Joplin, “Maple Leaf Rag”
  - Chapter 50: Robert Johnson, “Terraplane Blues”
    - Quiz: Listening to “Terraplane Blues”
    - Chapter 50 Quiz: Johnson, “Terraplane Blues”
  - Chapter 51: Duke Ellington, “Cotton Tail”
    - Quiz: Listening to “Cotton Tail”
    - Chapter 51 Quiz: Ellington, “Cotton Tail”
  - Chapter 52: Charlie Parker, “Ornithology”
    - Quiz: Listening to “Ornithology”
    - Chapter 52 Quiz: Parker, “Ornithology”

### Week 7

(Since 1900 continued)

**Due Monday, December 5<sup>th</sup> at 8:00am**

- Week 7 Discussion Topic: “Into the Future”
- Chapter 62: Mahalia Jackson, “It Don’t Cost Very Much”
  - Quiz: Listening to “It Don’t Cost Very Much”
  - Chapter 62 Quiz: Jackson, “It Don’t Cost Very Much”
- Chapter 66: Chuck Berry, “School Day”
  - Chapter 66 Quiz: Berry, “School Day”
- Chapter 67: The Sex Pistols, “God Save the Queen”
  - Chapter 67 Quiz: The Sex Pistols, “God Save the Queen”
- Chapter 68: Public Enemy, “Fight the Power”
  - Chapter 68 Quiz: Public Enemy, “Fight the Power”

This calendar is subject to changes. All weekly assignments are due at 8am each following Monday morning

### **Course Grading Information:**

A running course grade percentage will appear in each student’s Brightspace grade book. This is accessible by clicking “Assessments” on the Brightspace tool bar and choosing “Grades” from the dropdown menu.

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REVEL-based assignments from *Listen to This* make up 55% of the final grade in this course. I will be moving those grades manually from the Revel gradebook to Brightspace after each Monday due date has passed.

Discussion forums make up 20% of the final grade in this class.

\*Weekly discussion forums will be graded within 48 hours of their respective due dates passing and will appear as individual grade items in the Brightspace grade book.

Students are required to attend one recital or concert and submit a typed review. The required recital attendance makes up 5% of the final grade. COVID has presented us with opportunities to check out recitals online, either as Youtube premiers or as streaming content from Baylor.

\*Approved recitals and concerts at both MCC and at Baylor will be posted to calendars found under the Recital tab in the Brightspace content menu. Any recital or concert events not listed must be approved by Mr. Kelly beforehand.

### **Course grading summary:**

60% REVEL *Listen to This*

30% Weekly Discussion Forums

5% Required Recital/Concert

5% Orientation Module

### **Late Work, Attendance, and Make Up Work Policies:**

If you fall behind it is imperative that you contact me ASAP so I can help you catch up.

Discussion Topics MUST BE COMPLETED ON TIME to receive credit. If you get a Discussion Topic zero, it can only be replaced with extra credit. These Eight-Week courses are fast and furious so try not to fall too far behind or you may get overwhelmed and run out of time.

You are welcome to work ahead in the Revel text but try not to fall behind.

**Attendance will be taken once a week in the form of participation in the weekly Discussion Topics.** Attendance will be kept in Brightspace and can be accessed by students by clicking “Assessments” on the Brightspace tool bar and choosing “Attendance” from the drop-down menu.

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**I will not drop anyone for poor attendance numbers without first contacting them to find out what their intentions are. You can help me by contacting me immediately if you must miss a due date so I can know you are still working in the course and intend to continue. Again, I am willing to help you get caught up should you fall behind but you need to stay in contact with me so we can work together.**

**Student Behavioral Expectations or Conduct Policy:**

The main area this comes into play is on the discussion board forums. I will be monitoring these discussions closely as well as participating in the topic discussions and commenting on students' posts. **Disrespectful discourse or lewd language will not be tolerated. \* Violating this code may result in you being dropped from the course.**

*\* Some of the discussion forums will require that you include an active link to or embed some music you choose from Youtube. Occasionally these examples may include course language or otherwise suggestive content. We are all adults here. Just try to use common sense. Don't go looking for the most vulgar example you can find just to shock or offend others.*

**[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)**

**(<https://www.mclennan.edu/highlander-guide/policies.html>)**

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

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## ACADEMIC RESOURCES/POLICIES

### **Accommodations/ADA Statement:**

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit <https://www.mclennan.edu/disability/>.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

[disabilities@mclennan.edu](mailto:disabilities@mclennan.edu)

254-299-8122

Room 319, Student Services Center

### **Title IX:**

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <https://www.lighthouse-services.com/mclennan/incidentLandingPageV2-MCC.asp>.

Go to McLennan's Title IX webpage at <https://www.mclennan.edu/titleix/>. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you

or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

**Student Support/Resources:**

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>.

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto:SuccessCoach@mclennan.edu). Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

**MCC Foundation Emergency Grant Fund:**

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at [https://www.mclennan.edu/foundation/docs/Emergency\\_Grant\\_Application.pdf](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**

Go to <https://www.mclennan.edu/academic-integrity/> for information about academic integrity, dishonesty, and cheating.

**Minimum System Requirements to Utilize MCC's D2L|Brightspace:**

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

**Minimum Technical Skills:**

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

**Backup Plan for Technology:**

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

**Email Policy:**

McLennan Community College would like to remind you of the policy regarding college email, which can be found at <https://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to <https://www.mclennan.edu/student-email/>.

**Instructional Uses of Email:**

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

**Email on Mobile Devices:**

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email [Helpdesk@mclennan.edu](mailto:Helpdesk@mclennan.edu) for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](#)
- [Email Setup for Androids](#)

**Forwarding Emails:**

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email [helpdesk@mclennan.edu](mailto:helpdesk@mclennan.edu).

**Disclaimer:**

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.