



WACO, TEXAS

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**COURSE SYLLABUS  
AND  
INSTRUCTOR PLAN**

**ACADEMIC COOPERATIVE – FREEFLIGHT SYSTEMS**

**PHYS 2389 – SECTION 99**

**PROF. PAULINA SIDWELL**

**PROF. LAURA WRIGHT**

**NOTE: This is a 16-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:**

An instructional program designed to integrate on-campus study with practical hands-on experience in the physical sciences. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of inanimate objects, processes of matter and energy, and associated phenomena. This particular course is focused on developing a research project coordinated by FreeFlight Systems.

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

Course requires consent of instructor.

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

In conjunction with faculty, the individual student will set specific goals and objectives in the study of the physical sciences. The student will demonstrate level-appropriate mastery. The student will work with a faculty member or department-approved professional mentor under the supervision of a faculty member. The student will cooperate in planning and devising his or her responsibilities. The student will meet at regular intervals with the supervisor of record.

#### **Instructor Information:**

Instructor Name: Paulina Z. Sidwell

MCC E-mail: [psidwell@mclennan.edu](mailto:psidwell@mclennan.edu)

Office Phone Number: (254) 299 8544

Office Location: SB144

Office/Teacher Conference Hours: Mon/Wed 11:00 to 1 pm (on campus); Tues/Thurs 11:00 am to 1:00 pm (online only via Zoom, Meeting ID 4242506102); Fridays by appointment only.

Make appointments here: <https://calendly.com/psidwell>

Instructor Name: Laura Wright

MCC Email: [lwright@mclennan.edu](mailto:lwright@mclennan.edu)

Office Phone Number: 254-299-8419

Office Location: SB246

Office/Teacher Conference Hours: Mon/Wed 2:00 to 4:00 pm; Thurs 3:00 to 4:00 pm.

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

No required materials.

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

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

Students will learn through independent research, using textbooks and other available resources, along with directed work and discussions with the professors and advisors. Additional methods may be used as opportunities present themselves.

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

The student will explore and analyze topics within physics to meet student-defined goals, objectives, and research interests in coordination with a Physics Department faculty member.

- The student will demonstrate the integration of discipline-specific perspectives with their application in a context outside of the traditional academic classroom.
- The student will demonstrate level-appropriate mastery of applied skills in the designated areas of study.
- The student will develop the ability to work in a employer-student relationship to set and achieve specific goals in communication, leadership, and/or critical thinking.
- The student, supervising faculty members, and supervising representative for FreeFlight Systems will define and agree upon plans for communicating and assessing progress and criteria for evaluating the student's work.

#### **Course Outline or Schedule:**

Students will develop a research schedule along with the team coordinator at FreeFlight Systems. In addition to those individual milestones, students must attend the Friday meetings and meet specific deadlines as given in the calendar below.

Week Ending	Key Milestone
Sep 30	September Review
Oct 28	October Review
Nov 18	Scholar Day, Friday, 9:30 am – noon
Nov 28	Presentation at MCC classes
Dec 5	Presentation on site at FreeFlight Systems

The remainder of the schedule will be determined on an individual basis between the students, the instructor, and the coordinator at FreeFlight Systems.

Week 1: Review of project

Week 2: Compiling documentation

Week 3: Start working on course

Nov. 11<sup>th</sup>: Project due.

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#### **Course Grading Information:**

The student will be graded based on the following:

Attendance and participation, performance at reviews, evaluations from the FreeFlight team coordinator, and the complexity and quality of the work done.

Grade Distribution	
September Review	15%
October Review	15%
Bi-monthly Reports	10%
Scholar Day Poster	15%
On-campus Presentation	15%
On-site Caterpillar Presentation	15%
Employer Performance Review	15%
<b>Total</b>	<b>100%</b>

**A: 90%+    B: 80% – 89%    C: 70% – 79%    D: 60% – 69%    F: 0% – 59%**

**September and October Reviews:** These will be graded based on professionalism and quality of material presented. The gate reviews will take place in front of one or more Freeflight Systems employees as well as the instructor.

**Bi-monthly Report:** A report template will be provided. These reports are meant to serve as progress reports, which must be turned in every two weeks to the instructors.

**Scholar Day:** The students will be expected to participate in Scholar Day and present a poster.

**Presentations:** The student will be required to present both on-campus and on-site regarding their final solutions. Grades will be based on professionalism and quality of material.

**Employer Performance Review:** FreeFlight Systems will provide feedback on the student's overall performance. This review will be taken into account and a numerical grade assigned by the instructor.

Late assignments will not be accepted. If you have to miss class on the day that something is due, you must turn it in early. If you are legitimately ill during an in-class assessment, you must email me the morning of the exam (before you miss it), and provide a doctor's note **the first day** you are back in class in order to receive consideration for a makeup exam.

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Attendance to all the meetings is mandatory. Any unexcused absence will result in the drop of a letter grade. ***Per MCC policy, you may be automatically dropped after missing 25% of class meetings or any four meetings.*** For this purpose, missing more than 20 minutes of a meeting counts as an absence. If you are dropped before the official drop date, you will receive a grade of W. If you are dropped after the official drop date, you will receive a grade of F, unless there are highly unusual circumstances.

MCC allows for “excused” absences caused by (1) authorized participation in official College functions, (2) personal illness, (3) an illness or a death in the immediate family, or (4) the observance of a religious holy day. It is your responsibility to let me know the reason for an absence the day you return to campus and provide sufficient documentation (doctor’s note, email from coach, etc.).

#### **Student Behavioral Expectations or Conduct Policy:**

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of this educational opportunity. Additionally, since this is a course that takes the student off-site, there are professional behavior expectations. Students are encouraged to ask their instructor if they are not clear what this entails.

#### **[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 [www.mclennan.edu/disability](http://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 <http://www.lighthouse-services.com/mclennan/>.

Go to McLennan's Title IX webpage at [www.mclennan.edu/titleix/](http://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 [www.mclennan.edu/academic-integrity](http://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 (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. 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 [www.mclennan.edu/student-email](http://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](https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us>)
- [Email Setup for Androids](https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us>)

**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.