

**McLennan**  
C O M M U N I T Y  
**COLLEGE**

WACO, TEXAS

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**COURSE SYLLABUS**  
**AND**  
**INSTRUCTOR PLAN**

**RESPIRATORY CARE CASE MANAGEMENT**

**RSPT 2233.01**

**DONNA MENDOZA**

**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.

AN EQUAL OPPORTUNITY INSTITUTION

SPRING SEMESTER 2022

## RESPIRATORY CARE CASE MANAGEMENT

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### **Course Description:**

Preparation and presentation of the case study. Instruction in the investigation, organization, and presentation of the material, including preparation of questions for group discussion. (2 lec)

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

RSPT 1267

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

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 contacted/notified through 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.

### **Instructor Information:**

Instructor Name: Donna Mendoza

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

Office Phone Number: 254-299-8426

Office Location:- HP #128

Office/Teacher Conference Hours:

- Monday and Wednesday: by appointment or via email
- Tuesday and Thursday: 9:00 am – 9:30 am and 2:00 pm – 3:00 pm

Friday: 9:00 am – 11:00 am

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

Title: Respiratory Disease – A Case Study Approach to Patient Care

Author: Robert Wilkins, James Dexter, and Philip Gold

Edition: 3rd

Publisher: FA Davis

ISBN: 978-0-8036-1374-4

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

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

Lecture, student presentation, daily quizzes, and exams

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

Prepare a detailed medical history including physical and radiological findings; outline the patient's disease process; describe the application of respiratory care to the case; present a detailed case study; and participate in group discussions.

### **Case Studies:**

- COPD (pre and post operative evaluation, critical care management, mechanical ventilation, pulmonary function evaluation, home care-rehabilitation, infection control)
- Adult Trauma (chest/head/skeletal injury, burns, smoke inhalation, hypothermia)
- Adult cardiovascular disease (congestive heart failure, coronary heart disease, valvular heart disease, cardiac surgery)
- Neurological - Neuromuscular Disorder (myasthenia gravis, Guillain-Barre', tetanus, muscular dystrophy, drug overdose)
- Pediatric Management Problem (epiglottitis, croup, bronchiolitis, asthma, cystic fibrosis, foreign body aspiration, toxic substance ingestion, bronchopulmonary dysplasia)
- Neonatal management problem (delivery room management, resuscitation, infant apnea, meconium aspiration, respiratory distress syndrome, congenital heart defect)
- Other – Post-op, carbon monoxide poisoning, obesity-hypoventilation syndrome, AIDS, etc.
- Principles of research and statistical analysis.

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## Course Outline or Schedule:

### RSPT 2233 SP2022 Course schedule

Week	Date	TOPIC	Source	Notes/Assignments
Week 1	Jan. 11	Review course expectations		
	Jan. 13	Presentation Guidelines		
Week 2	Jan. 18	Research Your Topic		
	Jan. 20	APA formatting & How to Dress for Success		
Week 3	Jan. 25	CPG, Protocols, and Algorithms		
	Jan. 27	Case Study - Asthma		Mendoza
Week 4	Feb. 1	Bacterial Pneumonia		Mendoza
	Feb. 3	COPD Mr. L	Ch. 4 p. 78	1.
Week 5	Feb. 8	Cystic Fibrosis	Ch. 5	2.
	Feb. 10	COPD Mrs. G	Ch. 4 p. 87	3.
Week 6	Feb. 15	Head Trauma	Handout	4.
	Feb. 17	Heart Failure	Ch. 8	5.
Week 7	<b>Feb. 22</b>	<b>Exam 1</b>		
	Feb. 24	Smoke Inhalation and Burns	Ch. 9	6.
Week 8	March 1	Botulism	Handout	7.
	March 3	ARDS	Ch. 11	8.
	<b>March 7 – 11<sup>th</sup></b>	<b>SPRING BREAK!!!</b>		
Week 9	March 15	Chest Trauma	Ch. 12	9.
	March 17	Interstitial Lung Disease (ILD)	Ch. 14	10.
Week 10	<b>March 22</b>	<b>Exam 2</b>		
	March 24	Myasthenia Gravis	Handout	11.
Week 11	March 29	Guillain Barre` Syndrome Mrs. E	Ch. 15	12.
	March 31	Drug Overdose	Handout	13.
Week 12	April 5	Meconium Aspiration Syndrome and PDA	Handout	14.
	April 7	Croup and Epiglottitis	Handout	15.
Week 13	<b>April 12</b>	<b>Exam 3</b>		
	April 14	IRDS	Handout	16.
Week 14	April 19	BPD	Handout	17.
	April 21	RSV/Bronchiolitis	Handout	18.
Week 15	April 26	Pulmonary Embolism (PE)	Ch. 7	19.
	<b>April 28</b>	<b>Exam 4</b>		
Week 16	<b>May 5<sup>th</sup></b>	<b>Final Exam</b>		<b>11:10 am – 1:10 pm</b>

Chapters are from Wilkins and Dexter, Respiratory Disease – A Case Study Approach to Patient Care, 3<sup>rd</sup> ed., 2007.

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### **Course Grading Information:**

The grading will be based on a percentage system. Each examination will be worth a total of 100%. The grade the student will receive on any examination will be the percent correct the student attains on that test. The scale will be as follows:

90% - 100%	=	A
80% - 89%	=	B
75% - 79%	=	C
60% - 74%	=	D
59% and below	=	F

At the end of the semester the average percentage grade that the student obtained in the semester will be the student's grade for the course. Grades will be posted on Brightspace.

The student must obtain a grade of at least C (**75% average**) or better in all Respiratory Care courses to successfully complete the program.

### **Remediation Plan – Academic Courses**

When a student is struggling in the classroom, the faculty will respond, proactively. Students that consistently score less than 80% on their daily F2F quizzes or score less than 80% on any exam will be required to complete an activity of remediation assigned by the instructor of the course **immediately following**. The activity requirements will vary as they will be customized according to factors such as the students' needs, the purpose of the assignment, its content, etc., and the instructor will maintain all records of completion. Students that fail to complete the required remediation activities will receive an "Incomplete" ("I") grade for the course, regardless of overall passing grade point average, until all work is submitted. An "Incomplete" ("I") in any course must be resolved prior to the start of the following semester or the resulting grade will convert to an "F" and the student will not pass the course.

**W - WITHDRAWAL** - This grade is given for an instructor- or student-initiated course withdrawal through the 60 percent point in the semester or term. After the 60 percent point, an instructor may authorize a course withdrawal and assign either a W, if passing work was being accomplished, or an F if the student was failing the course. In extenuating circumstances, the instructor may assign a W to a student who is not passing through the last regular class day of a semester or term.

**I - INCOMPLETE** - This grade is given when a course is incomplete because of a student's absence caused by illness or other reasons acceptable to the instructor. To be eligible for this grade, the student must have essentially completed the course. The work remaining should be of such a nature as to not require class attendance. If the work is not made up within the following long semester, an Incomplete (I) will be changed to an F, and the course must be repeated if credit is to be given.

### **The Case Study**

Each student will present a case study. The case studies are randomly assigned from the textbooks or from other sources. The student will present the case study, orally and in the form of a PowerPoint presentation.

The written form of the case study must include these 4 parts:

1. Title slide
2. Abstract
3. Main Body
4. References in APA style – there must be a **minimum** of **three professional journals** and **one medical textbook**

The “Main Body” of the case study must include:

1. A brief description of the general pathophysiology of the illness or disease
2. A detailed medical history including
  - The chief complaint
  - HPI
  - PMH
  - FH
  - SH
3. physical exam, including
  - general description of the patient
  - VS
  - HEENT
  - Neck
  - Heart
  - Chest
  - Lungs
  - Abdomen
  - Extremities
  - Review of Systems (ROS), if any
4. Assessment **AND** Plan
5. Hospital Course including
  - Day to day or week to week summary
  - radiological findings
  - pertinent labs (CBC, CMP)
  - ABGs

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- pulmonary function tests
  - ECG
  - cultures
  - Pharmacology – drug therapy

**Presentation:** During the oral presentation, the student will describe the application of respiratory care to the case, with emphasis on providing appropriate protocols and clinical practice guidelines pertinent to the case. The student will apply a clinical practice guideline and protocol to the case study. The protocol (which may or may not be in the form of an algorithm) must be from a reliable source. The instructor will facilitate group discussion of the case. The student will be graded on the application of specific protocols to the respiratory care provided in the case, using a rubric for grading. The student will emphasize decision-making based on data and information from the case history.

**Daily Quizzes:** A quiz will be administered at the beginning of each class period. The week before each presentation, the NBRC Pathology Review Slide Show will be posted. The Daily quizzes will cover information from the Pathology Review. Quizzes are closed book. Performance will comprise 20% of the course grade. Students who leave before the class is dismissed or who are absent will earn a “0” on the Daily Quiz. There are no make-up quizzes. The lowest quiz grade will be exempted.

**Final Draft Meetings:** Each student *must* submit the PowerPoint final draft to Mrs. Mendoza for review no later than Friday morning, 9:00 am prior to the presentation date or request a face to face appointment during the week prior to the presentation date. Mrs. Mendoza will provide electronic or oral feedback re: missing information, etc. Missed draft submission or face to face meeting will result in a point deduction on the Case Study Evaluation Rubric.

**Discussion Board Presentation:** Each student must provide an electronic copy of the case study and other pertinent documents on the Brightspace Discussion Board at least 24 hours *before* the case study is presented. Missing the Discussion Board deadline will result in a point deduction on the Case Study Evaluation Rubric.

### **Grading:**

- Examinations – 50%
  - Daily Quiz – 20%
  - 1 Case study presentation – 30% of the course grade.
- The instructor will use the case study rubric to evaluate the presentation.

**Testing Policies and Procedure for Security Measures:**

- All student possessions will be left at the front of the room during an exam and/or quiz or at the instructor's discretion.
- No smart phones/cell phones or smart watches/watches (Apple, Samsung, Fitbit etc.) are allowed on the desk or on an arm during an exam or quiz. No sunglasses, hats, visors, or hoodies will be worn during an exam or quiz.
- Students may use instructor approved ear plugs if needed.
- No food or drink on the desk during exams or quizzes.
- Watches/Smart Watches & Smart phones/cell phones will be placed in backpack or purse during the exam and/or quiz & may NOT be taken out until student is dismissed from the exam or quiz.
- Students may use smart phone/cellphones & smart watches/watches after the class is dismissed from the exam or quiz.

**Exam and Quiz Review –**

The purpose of the exam and quiz review is to provide a learning experience for the student.

- Exams and quizzes must be reviewed in the presence of an instructor.
- There will be no note taking during the exam or quiz review process; no cell phones will be out during the review.

**Computer Testing Software:**

- You may experience technical issues with computer testing software. Please raise your hand if you are experiencing a technical problem during an exam. If needed, the faculty will re-set your exam.

**Follow these rules during computer exam:**

- Brightspace saves your answers automatically. **NOTE:** If you lose internet, raise your hand. Brightspace will have saved all answers up to this point.
- Do not use scroll button during test (this can possibly change the answer you selected)



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

**Make-up work:** Students are responsible for all material presented or assigned in class and will be held accountable for such materials in the determination of course grades. If a student misses an exam, the student must provide 1) proof of illness, or illness of a family member for whom the student is a caretaker (e.g., single parent), 2) death in the family, 3) observance of a religious holy day or 4) approved college activity. Otherwise the student will receive a zero for that exam. If approved, all make up exams will be scheduled in the MCC testing center **within one week** following the date the exam was administered. If a student fails to follow these instructions for making up an exam, the student will receive a zero for that exam.

### **Instructional Testing in the Testing Center – Student Information**

#### **Scheduling information:**

Exams will be made up in the MCC testing center within one week following the date the exam was administered. If a student fails to follow these instructions for making up an exam, the student will receive a zero for that exam.

After notifying the instructor of an absence and providing a date for making up the exam, the student must register for the exam using the registerblast software for the make-up exam in the Testing Center: [www.registerblast.com/mclennan](http://www.registerblast.com/mclennan)

#### **Proctored Exam Guidelines for Students**

Proctored testing is offered Monday-Friday. **The latest a student may schedule an appointment depends on the time limit set for the exam. Exams are picked up 10 minutes prior to closing, so students should consider this when scheduling their exams.**

#### **Fall & Spring Testing Hours**

**Monday**                      **8:30 a.m.-8:00 p.m.**  
**Tuesday-Thursday** **8:30 a.m.-6:00 p.m.**  
**Friday**                      **11:30 a.m.-5:00 p.m.**

1. All students are responsible for registering for their exams through RegisterBlast scheduling software, available at [www.registerblast.com/mclennan](http://www.registerblast.com/mclennan).
2. Students approved for and requesting a human reader or scribe must request these services 24 business hours (1 working day) in advance.
3. All students must bring a valid, **unexpired** government-issued ID to be allowed to test. Acceptable forms of ID include a driver's license, state ID card, passport, military ID,

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national ID, tribal ID, naturalization card, certificate of citizenship, or permanent resident card (Green Card). Photos must be clear and recognizable. A photo or photocopy of an ID is not acceptable.

4. Students should bring only items approved for testing. No prohibited items are allowed in the testing center. This includes sunglasses, hats/caps, backpacks, bags, purses, hooded garments, jackets/coats, pocketed sweaters, food/drinks, unauthorized calculators, unauthorized textbooks and study materials, cell phones, smart watches, or any device which can receive or transmit a wireless signal (unless permitted as a medically documented device, authorized testing accommodation, or for religious purposes).
5. Children under the age of 18 are not allowed to be left unattended in the Testing Center or any other area of the college during testing.
6. Students should arrive 10 minutes prior to their scheduled appointment time for check-in.
7. **Students who arrive later than 10 minutes past their scheduled appointment time, are considered late and will not be allowed to test and will be required to register for a new testing appointment.**

The MCC Testing Center is located on the 2nd floor of the Student Services Center. Need help or have questions? Contact the Testing Center at 254-299-8453 or [testingcenter@mclennan.edu](mailto:testingcenter@mclennan.edu).

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

Refer to the General Conduct Policy in the [Highlander Guide](#). *“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 the education opportunity.”*

### **Classroom Security:**

Students are expected to be in class, on time. **Due to COVID**, the **doors to the classroom will remain open. There will be a designated ENTER and EXIT door.** If the student cannot be in the classroom by the time class starts, or if the student must leave the classroom for an emergency, the student will quietly pick up course materials and leave the classroom. The student will not be able to come back into the class. This will result in an absence, therefore, zero for the daily quiz. **The students’ cooperation is required and appreciated. Please don’t ask the instructor to waive this policy.**

### **Cell phones and other electronic devices, and PERSONAL TELEPHONE CALLS:**

**All cellular phones, tablets, laptops, and smart devices must be turned OFF at the beginning of class and placed in a designated area set by the instructor. This also includes smart watches, Fitbits, etc.**

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**This is NOT optional.** If you choose to keep your device in a book bag or purse, you **MUST** place this book bag or purse in the instructor's designated area until all quizzes and/or Exams are completed. If a student is caught with any of the above devices during **ANY** portion of the **daily quiz or Exam**, the student will immediately receive a ZERO on the quiz or Exam, be referred to Student conduct for disciplinary action and be subject to suspension.

**NO EXCEPTIONS.**

**Academic Integrity:**

The Center for Academic Integrity, of which McLennan Community College is a member, defines academic integrity as “a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behavior that enable academic communities to translate ideals into action.” Individual faculty members determine their class policies and behavioral expectations for students. Students who commit violations of academic integrity should expect serious consequences. For further information about student responsibilities and rights, please consult the McLennan website and your **Highlander Student Guide**.

Students who cheat or plagiarize will receive a **zero** for the assignment and will be referred to Student conduct for disciplinary action and are subject to suspension.

The term “cheating” includes, but is not limited to:

(1) use of any unauthorized assistance in taking quizzes, tests or examinations; (2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments; or (3) the acquisition, without permission, of tests or other academic material belonging to a member of the MCC faculty or staff.

The term “plagiarism” includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

**ALL EXAMS ARE CLOSED BOOK AND PROCTORED.** If the instructor suspects that a student is cheating, the student will be asked to leave the class, immediately, and will receive an F (zero) on that exam. The student will then be referred to the Student conduct for disciplinary action.

The Director of the Respiratory Care Technology Program and the Dean of Allied Health will be notified, in writing, of the incident.

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### **Attendance Policy:**

Regular and punctual attendance is expected of all students, and the instructor will maintain a complete record of attendance for the entire length of the course. Students will be counted absent from class meetings missed, beginning with the first official day of classes. Students, whether present or absent, are responsible for all material presented or assigned for the course and will be held accountable for such materials in the determination of course grades.

### **[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.

### **Subject to Change Disclaimer**

The policies, regulations, procedures, and fees associated with this program are subject to change without prior notice, if necessary, to keep College and program policies in compliance with State and Federal laws and/or with rules related to the program's accrediting agency.

The College and the program reserve the right to change curricula, rules, fees, and other requirements, of whatever kind, affecting students in any way. The provisions of this document do not constitute a contract, express or implied, between any applicant, student, faculty or staff member and McLennan Community College or this program.

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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.

**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.

**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.

**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.