

**Texas Concept-Based Curriculum  
McLennan Community College  
ADN Program  
RNSG 1430 – Health Care Concepts  
Spring 2023**

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# **COURSE SYLLABUS AND INSTRUCTOR PLAN RNSG 1430**

## **HEALTH CARE CONCEPTS I**

Kimberly McCoy, MSN, APRN, WHNP-BC  
Linda Ryneerson, DNP, RN, CMSRN, NPD-BC  
Alyse Simons, MSN, RN, CCRN

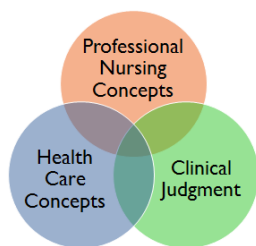
**NOTE: THIS IS A 16-WEEK COURSE**

### **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 2023**



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**SEMESTER HOURS: 4**

**CONTACT HOURS LECTURE: 3 LAB: 4**

**PREREQUISITES: [ADMISSION TO ADN PROGRAM AND BIO 2401, PSY 2301, ENG 1301](#)**

**COREQUISITES: [RNSG 1128, 1125, 1216, 1161](#)**

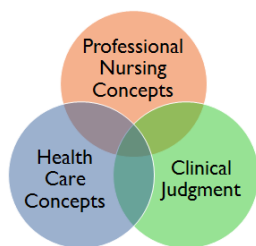
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**Course Description**

In-depth coverage of foundational health care concepts with the application through selected exemplars. Concepts include comfort, diversity, elimination, functional ability, human development, mobility, nutrition, sensory perception, sleep, thermoregulation, grief, and tissue integrity. Emphasizes the development of clinical judgment skills in the beginning nurse. This course lends itself to a concept-based approach.

**Course Notes and Instructor Recommendations:**

Students are responsible for materials placed on D2L|Brightspace and Elsevier/Evolve websites by faculty daily. Many announcements are also sent out via students' MCC email. Students are expected to check their MCC email and D2L|Brightspace announcements daily for changes and updates. Posting power point presentations, lecture notes, and other materials are at the discretion of each individual instructor. Communication with the student's assigned faculty advisor and/or clinical instructor will occur through MCC email only. No other email addresses will be used. Please refer to the ADN Student Handbook for additional information.



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**Instructor Information:**

Kimberly McCoy, MSN, APRN, WHNP-BC

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

Office Phone Number: 254-299-8407

Office Location: HPN 221

Office/Teacher Conference Hours: See Instructor Door Schedule

Instructor Name: Linda Rynearson, DNP, RN, CMSRN, NPD-BC

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

Office Phone Number: 254-299-8351

Office Location: HPN 230

Office/Teacher Conference Hours: See Instructor Door Schedule

Alyse Simons, MSN, RN, CCRN

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

Office Phone Number: 254-299-8394

Office Location: HPN 222

Office/Teacher Conference Hours: See Instructor Door Schedule

**Required Text & Materials:**

Elsevier: <https://evolve.elsevier.com/cs/>

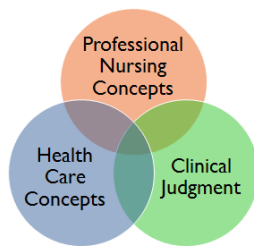
HESI: <https://evolve.elsevier.com>

Texas State Board of Nurses: <https://www.bon.texas.gov/texasnurseportal/>

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

**Methods of Teaching and Learning:**

Lecture, class discussion, case studies, group projects, written reports/papers, exams, quizzes, simulators, Elsevier/Evolve Website, and HESI tutorial software. **\*\*Course teaching methods are subject to change as per guidelines for the management of COVID-19\*\***



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**Course Objectives and/or Competencies:**

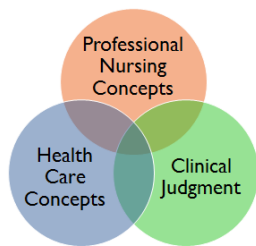
Upon completion of this course, the student will:

1. Utilize a systematic process to analyze selected foundational concepts for diverse patients across the lifespan. (SLO: 1, 2, 3, 4, 5, 7)
2. Describe nursing management for selected foundational concepts. (SLO: 3, 4, 5, 6, 7)
3. Apply the learned concepts to other concepts or exemplars. (SLO: 1, 2, 3, 4, 5, 7)
4. Describe the interrelatedness between foundational concepts to assist in developing clinical judgment. (SLO: 1, 2, 3, 4, 5, 7)

**STUDENT LEARNING OUTCOMES (SLO)**

The graduate will be able to:

1. Use clinical reasoning and knowledge based on the nursing program of study, evidence-based practice outcomes, and research-based policies and procedures as the basis for decision-making and comprehensive, safe patient-centered care.
2. Demonstrate skills in using patient care technologies and information systems that support safe nursing practice.
3. Promote safety and quality improvement as an advocate and manager of nursing care.
4. Coordinate, collaborate, and communicate with diverse patients, families, and the interdisciplinary health care team to plan, deliver, and evaluate care.
5. Adhere to standards of practice within the legal, ethical, and regulatory frameworks of the professional nurse.
6. Demonstrate knowledge of delegation, management, and leadership skills.
7. Demonstrate behavior that reflects the values and ethics of the nursing profession, including a spirit of inquiry.



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**Course Outline and schedule:**

**Concepts are taught according to the dates and times outlined in the course calendar located under RNSG 1430 and 1128 in D2L|Brightspace.**

**HEALTH CARE CONCEPTS**

**Functional Ability**

- Alzheimer's
- Downs Syndrome
- Parkinson's
- Cerebrovascular Accident – Stroke

**Human Development\***

- Hospitalized Patient – Adult/Pedi

**Sensory Perception**

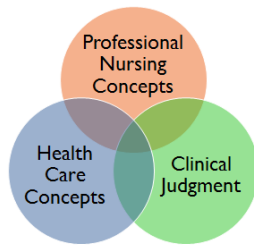
- Cataracts
- Conductive Hearing Loss
- Macular Degenerative Disease
- Peripheral Neuropathy (peripheral artery disease)
- Sensorineural Hearing Loss
- Glaucoma
- Eye Injuries

**Diversity**

- Hispanic Traditions – Maternity w Complementary/Alternative Medicine
- Jehovah's Witness – Blood Products, Pediatrics
- Traditional Islamic – Ritual dying Patient
- Spirituality - Spiritual distress (exemplars to include Race, Gender, Sexual Orientation, Age, Education, Abilities & Life Experiences)

**Sleep**

- Sleep Deprivation
- Insomnia
- Sleep Apnea



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Comfort

- Osteoarthritis (Chronic Pain)
- Degenerative Disc Disease (Neuropathic Pain)
- Post-Operative Pain- Total Joint Arthroplasty (Acute Pain)
- Procedural Pain (Dressing Changes/Wound Care, PT after Arthroplasty (Acute Pain)

Mobility

- Hip Fractures
- Disuse Syndrome
- Joint Replacement
- Osteoarthritis
- Osteoporosis

Nutrition

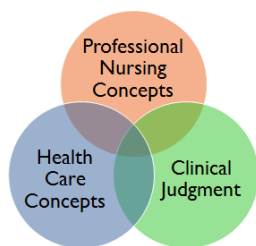
- Diets (Regular, Soft, Mechanical Soft, Clear Liquids, Full Liquids)
- Obesity
- Malnutrition (Inadequate/ excess)
- Iron Deficiency Anemia
- Dysphagia

Tissue Integrity

- Dermal Ulcer
- Impetigo
- Psoriasis
- Wound (surgical/traumatic)
- Tinea Pedis
- Candida
- Pediculosis (lice)

Elimination

- Benign Prostate Hypertrophy (BPH) – urinary retention
- Diarrhea – Bowel Incontinence
- Gerontology – Urinary Incontinence
- Clostridium Difficile (C.diff)
- Constipation/Impaction – Elderly – skills course



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**Thermoregulation**

- Environmental Exposure
- Hypothermia – Frost Bite, Infant
- Hyperthermia – Heat Stroke – Elderly
- Fever (Pedi)
- Malignant Hyperthermia

\*Only the concept is covered – no exemplars

**THEORY LAB**

Attendance at these labs is required and counts toward your theory attendance. Theory Lab will be held on the following Wednesdays from 0900 – 1300:

- 02/01/23      Functional Ability/ Human Development
- 02/08/23      Physical Assessment/ Sensory Perception
- 03/01/23      Professionalism
- 03/15/23      Comfort and Mobility
- 03/29/23      Nutrition/Tissue Integrity
- 04/05/23      Elimination

**Course Assignments and/or Exams Schedule:**

Exam1: Abbreviation Exam: 01/25/23

Exam 2: 02/14/23

Exam 3: 3/21/23

Exam 4: 04/18/23

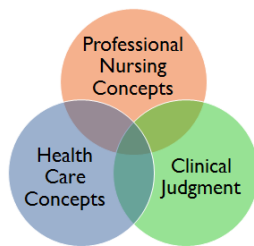
Final: HESI: 04/25/23

**Course Grading Information:**

All unit exams are calculated by a percentage computed to two decimal places. Exam grades will be figured to the tenth. The final exam for the course will be computed to two decimal places.

The final course grade will be rounded off to a whole number. The student is expected to participate in class, simulation, and other lab activities, and complete assigned requirements on learning activities and group presentations by the due dates given on D2L|Brightspace. The student must have a passing average on the exams to pass the course.

The grade in RNSG 1430 will be determined by the following:



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Theory Quizzes: 2 %  
 Exam 1 Medical Abbreviations 10%  
 Exam 2: 21% (3 concepts)  
 Exam 3: 21% (4 concepts)  
 Exam 4: 21% (4 concepts)  
 Final: HESI, 25% All concepts of 1125/1128/1430

(There is only one final exam, the HESI exam. The final exam is a combination of 1430/1128 concepts).

The ADN grading system is: 90-100=A  
   80-89=B  
   75-79=C                      A passing average is 75  
   65-74=D  
   Below 65 = F

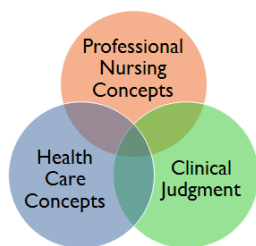
**HESI POLICY**

All levels and tracks of the ADN Program (1, 2, 3, 4, TADN, MEEP) utilize the HESI Next Gen platform for student testing and remediation. The HESI conversion score (Final Exam Grade) will be averaged with other major exams in the class per the IP/Syllabi. The ADN Course Faculty do not control the name of the tests in the HESI NGN Portal. HESI 1 may be referred to using names like “First Attempt” or “First Time Test Taker” in the NGN Portal. HESI 2 may be referred to using titles such as “Second Attempt” or “Second Time Test Taker” in the NGN Portal. Faculty and Success Coaches will set up the appropriate tests for each level. This policy will utilize “HESI 1” and “HESI 2” for clarity.

The HESI Benchmark for each level will be: **Level 1 = 800, Level 2 and TADN= 850, Level 3 = 875**

- **HESI 1 Policy (HESI 1 will be administered to the class per the course calendar.)**
  - The HESI 1 conversion score will be entered as the final exam grade for the Health Care Concepts course. There is an option for any student to take HESI 2 for a potential replacement final exam score according to the following policy and guidelines:
  - **Passing Grade/Passing Benchmark Score:**
    - If a student is passing all other aspects of the class and meets the benchmark score, the HESI 1 score will be recorded as the final exam grade and the final

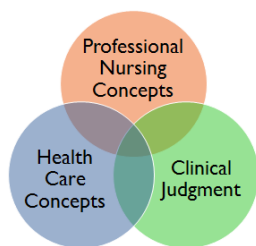




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grade will be assigned per the MCC calendar and the student will be encouraged to complete HESI NGN remediation packets that are assigned within the HESI System before progressing to the next level.

- If a student is passing all other aspects of the course and meets the benchmark score and wishes to voluntarily take HESI 2, the higher of the two conversion scores will be recorded as the final grade. See the HESI 2 Policy for requirements.
- **Failing the Course after HESI 1 Conversion Score is Recorded**
  - A student who is failing the class after the HESI 1 conversion score (final exam grade) is recorded may elect to take the HESI 2. See the HESI 2 Policy for requirements. The higher of the two HESI scores will be recorded as the final exam grade and will be averaged with all other grades per the instructor plan/syllabus. The grade earned in the class will be recorded and the student will be subject to any and all progression, reapplication, and readmission (if eligible) policies.
- **Passing the Course but Failing to Meet the HESI 1 Benchmark Score**
  - If a student with a passing average in the class **fails to meet the benchmark** on the HESI 1 Exam, the student will be **required** to complete the assigned remediation packets within the HESI system and take HESI 2. The assigned remediation **must be completed and submitted before the scheduled HESI 2 testing date** per the course calendar and faculty instructions. See the HESI 2 Policy for requirements.
- **HESI 2 Policy (HESI 2 will be administered per the course calendar.)**
  - Completion of all remediation packets and case studies is required. Students who are required to take HESI 2 (did not achieve the benchmark on HESI 1) but fail to complete HESI 1 remediation will not be permitted to take HESI 2, resulting in a grade of “F” for the course due to non-completion of course requirements.
  - Students who would like to voluntarily take HESI 2 must
    - notify faculty within 24 hours of the HESI 1 score being entered into the grade book,
    - register for the test in the HESI portal, and
    - complete all required HESI 1 remediation (if remediation is not satisfactorily completed, the student will not be allowed to test).
  - All students (even those voluntarily taking the test) who fail to achieve the benchmark score on HESI 2, will be required to complete the remediation packets and Case Studies within the HESI system by the date set in the course calendar but no later than 1 week after the administration of HESI 2.

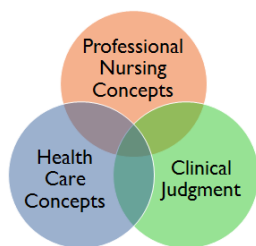


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- **If HESI 2 is required** (either because of absence or Failure to achieve the benchmark score on HESI 1), failure to complete all of the assigned HESI remediation by the faculty-assigned date will result in failure of the course. A grade of “F” will be assigned regardless of the average in the class due to failure to complete course requirements.
  - If HESI 2 is required (either because of absence or failure to achieve the benchmark on HESI 1) and final course grades have been posted per the MCC calendar, a grade of Incomplete (“I”) will be assigned. The final numeric/letter grade will be assigned when remediation completion is verified.
- If completion of remediation will occur after the deadline for re-admission applications, students required to take and remediate HESI 2 will be expected to reapply to the program.
- **HESI Remediation for Levels 1,2, TADN, and 3 (For anyone taking HESI 2 or those required to remediation after HESI 2)**
  - All remediation packets must be opened and reviewed
    - It is highly recommended to set a timer and spend the suggested time in each packet – concentrating on those with longer timeframes, higher placement, and more information.
    - It is not possible to walk away from the computer while completing remediation and achieve the timing expectations or meet the objectives of remediation. Active engagement is required (touching the mouse/trackpad/keyboard) to log time in the system. If the system senses your absence, the timer will revert to zero (0) minutes regardless of how long you have been logged into the system.
  - All assigned Case Studies in the HESI NGN system must be completed with a score of 80% on each.
    - First complete all remediation packets – Before attempting case studies.
    - If 80% is not achieved on the first attempt, students must contact the faculty advisor to review concepts.
    - One subsequent attempt on HESI Case Studies may be allowed by the NGN portal with permission from Faculty Advisor, Success Coach, or Program Director.

**All progression, re-application, and readmission policies apply**

*The Exit HESI Policy for Level 4 (benchmark score = 900) can be found under the Exit Testing heading.*



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*All nursing courses must be taken concurrently. Passing the class in which HESI is administered does not automatically allow the student to progress. ALL courses in each level must be passed for progression to occur.*

*Policy changes are not retroactive and apply only to current and subsequent semesters. They cannot be used to change past grades or outcomes*

**Late Work, Attendance, and Make-up Work Policies:**

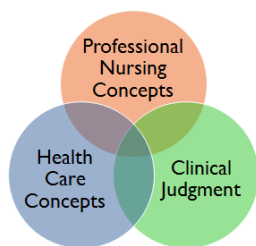
1. Students must complete the daily self-assessment before coming to campus.
2. Any COVID-19 symptoms or exposures must be reported through the MCC self-reporting portal and notify the instructor. Students must be cleared before returning to campus.
3. COVID-19 – Any absences due to COVID-19 will be addressed on a case-by-case basis.
4. Graded written work submitted past the date due will have 10% of the total points deducted per each day it is late.
5. The ADN program attendance policy is in the student handbook.

Students are expected to be in class on time. For security reasons, the **doors to the classroom will remain locked from the outside and will remain locked after class starts.** 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. Since the doors are locked from the outside, the student will not be able to come back into the class. **The students' cooperation is required and appreciated.** Students will be allowed entry/re-entry into class at break times.

Students are expected to attend class in person as scheduled unless quarantined for COVID-19 exposure or diagnosis. If you miss class due to COVID-19, you are required to self-report and notify your instructor.

It is possible we may ask you to social distance for management of Covid 19. We will monitor and adjust according to campus guidelines.

Please refer to the MCCs website regarding Covid-19. <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html>



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**Withdrawal from Nursing Courses**

Due to the inter-relationship of nursing courses taught each semester, if a withdrawal from one nursing course is necessary, the student must withdraw from all nursing courses. Each semester's nursing courses are concurrent courses. A student with a failure in a nursing course that is granted re-admission to the program and the failed semester is required to take all related courses for that specific semester. At no time may a student take only the theory course(s) or clinical course(s) independent from the related courses.

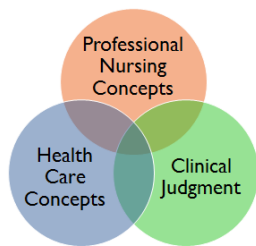
**Student Behavioral Expectations or Conduct Policy:**

**Professional Expectations:**

1. Be on time and remain throughout the class. Arrive at least 10 minutes prior to class start.
2. Be in class every day and ready to learn. Should some unforeseen incidents occur preventing your attendance, contact your instructor.
3. Be a professional. Maintain a professional attitude and be positive. Maintain classroom civility which includes respect for other students and for the faculty. Civility is expected in all verbal and electronic interactions with peers, professors, and college administrators.
4. Know your course expectations. Read your concept syllabi and course instructional plans, and check your course calendar, the learning management system (D2L|Brightspace), and MCC email daily.
5. Collegiality: Be a positive and productive influence in your work/learning environment, communicating and working professionally, safely, and legally.
6. Know your ethical responsibility to your chosen profession, and the public you will serve.
7. Collaboration: As a professional, you will collaborate with clients, their families, and other professionals in the health career arena. Be positive, civil, and open to new ideas, and research to promote a healing environment.
8. Additional student behavioral expectations are in the ADN Student Handbook.

**Reference:**

Billings, D. M., Halstead, J. A., (2016). Teaching in Nursing: A guide for faculty.  
St. Louis, MO. Elsevier. 14:236.



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\* **[Click Here for the MCC Academic Integrity Statement](#)**

([www.mclennan.edu/academic-integrity](http://www.mclennan.edu/academic-integrity))

The link above will provide you with information about academic integrity, dishonesty, and cheating.

\* **[Click Here for the MCC Attendance/Absences Policy](#)**

(<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 guidelines specific to this course.

\* *You will need to access each link separately through your Web browser (for example Mozilla Firefox, Chrome, Microsoft Edge, or Safari) to print each link's information.*

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Updated 11/04/2022

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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 acting Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling, Dr. Claudette Jackson, (Diversity, Equity & Inclusion/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center 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/>

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom from 7:30 am - 6:00 pm Monday through Thursday and 7:30 am - 5:00 pm on Friday. You can contact the Academic Support and Tutoring team via Zoom (<https://mclennan.zoom.us/j/2542998500>) or email ([ast@mclennan.edu](mailto:ast@mclennan.edu)) during the above mentioned times.

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 either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing [crew@mclennan.edu](mailto:crew@mclennan.edu) or a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto:SuccessCoach@mclennan.edu). Both are located in the Completion Center located on the second floor of the Student Services Center (SSC) which is open Monday-Friday from 8 a.m.-5 p.m.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to [https://mclennan.co1.qualtrics.com/jfe/form/SV\\_07byXd7eB8iTqJg](https://mclennan.co1.qualtrics.com/jfe/form/SV_07byXd7eB8iTqJg). Both the Completion Center and Paulanne's 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-andStaffCommons/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/studentemail](http://www.mclennan.edu/studentemail).

**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.