



McLennan

C O M M U N I T Y

COLLEGE

Texas Concept-Based Curriculum
Associate Degree Nursing
Spring, 2023

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

Health Care Concepts IV

RNSG 2539

INSTRUCTOR NAME

Professor Virginia Dossman, MSN, RN, BC
Professor Shirley Kelinske-Jezek, DNP, RN
Professor Thelda Faye Jones, MSN, RN
Professor Tiffany Marty, MSN, RN, CHSE

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.

Health Care Concepts IV

RNSG 2539

Course Description:

RNSG 2539 Health Care Concepts IV: In-depth coverage of advanced health care concepts with nursing application through selected exemplars. Concepts include, acid base, clotting, cognition, coping, fluid and electrolyte balance, gas exchange, immunity, interpersonal relationships, metabolism, nutrition, perfusion, and tissue integrity. The course continues development of clinical judgment with integration of all program concepts. The course lends itself to a concept-based approach.

Prerequisites and/or Corequisites:

SEMESTER HOURS	5 (HCC)
PRE-REQUISITES:	HCC (RNSG 1137, 1538, 2363, PSYC 2314)
CO-REQUISITES:	RNSG 2360, RNSG 2539, RNSG 2138

Course Notes and Instructor Recommendations:

1. Students must demonstrate competency in the use of the D2L learning management system to access, read, and respond to various course components.
2. Concept syllabi and diagrams from the Texas concept-based consortium (CBC) will be posted to the D2L learning management system. Other supplemental learning materials will be posted to the D2L learning management system at the discretion of each professor.
3. Students should monitor D2L and student e-mail daily, for announcements or notices to avoid missing time-sensitive or important messages.
4. A student's failure to read official communications sent to the student's college assigned e-mail address in a timely manner does not absolve the student from knowing and complying with the content of the official communication.
5. Students must demonstrate basic computer competency in Microsoft Office software for all written assignments.
6. Students should always keep a backup electronic or hard copy of their submitted work. It is the student's responsibility to have copies of all work submitted.
7. All written work becomes the property of the program and may not be returned to the student.
8. Electronic devices in the classroom are for course and classwork only. Students using social media or other internet websites while in class but not related to course or classwork will turn the device off and may be asked to leave the learning environment.

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Instructor Information:

Virginia Dossman, MSN, RN BC

MCC E-mail: vdossman@mclennan.edu

Office Phone Number: 254-299-8360

Cell Phone Number: 254-223-0733 (Preferred)

Office Location: HPN 113

Office/Teacher Conference Hours: will be posted

Shirley Kelinske-Jezek, DNP, RN

MCC E-mail: skelinske@mclennan.edu

Office Phone Number: 254-299-8312

Cell Phone Number: 254-723-6552 (Preferred)

Office Location: HPN 112

Office/Teacher Conference Hour: will be posted

T. Faye Jones, MSN, RN

MCC E-mail: tjones@mclennan.edu

Office Phone Number: 254-299-8338

Cell Phone Number: 254-424-1353

Office Location: HPN 228

Office/Teacher Conference Hours: will be posted

Tiffany Marty, MSN, RN, CHSE

MCC E-mail: tmarty@mclennan.edu

Office Phone Number: 254-299-8314

Cell Phone Number: 254-223-2824

Office Location: HPN 114

Office/Teacher Conference Hours: will be posted

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Required Text & Materials:

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

Students are responsible for the latest resource information on evolve site and as designated by the faculty.

“Nurse Practice Act”: <http://www.bon.state.tx.us/nursinglaw/npa/html>

Earphones (ear buds) for HESI RN Exit Exam V1 and HESI RN Exit Exam V2

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

Methods of Teaching and Learning:

The Faculty – expectations are that the student will be a self-motivated learner and by the end of the semester will have met the learning objectives, transitioning to successful program outcomes. The faculty will provide a context and environment that supports thoughtful curriculum that guides investigative self-learning. The faculty expects student preparation and active involvement in the learning environment. Teaching strategies are designed to stimulate critical thinking and active classroom learning. Examples include interactive lecture, course readings, class discussion, case-studies, pre-class or post-class assignments, and research findings. Faculty will wear appropriate masks and will self-regulate for Covid signs. Faculty will provide students that are in quarantined for Covid with online teaching that is comparable to face to face teaching.

The Students - Students will commit to an environment of full class participation taking an active role in the learning experience by completing assignments, participating in class discussions, being actively involved in group activities such as projects and presentations, related to current and previously mastered content. The students will be expected to perform, discuss, communicate, and present themselves in a professional manner always. All of this applies whether the class is face to face or the class online. The student will adhere to designated MCC Covid 19 policies. Self-report of Covid is expected and follow MCC directions.

Course Objectives and/or Competencies:

Upon completion of this course, the student will:

1. Utilize a systematic process to analyze selected advanced health care concepts for diverse patients across the lifespan (SLO 1).
2. Describe nursing management for selected advanced health care concepts (SLO 1).
3. Apply the learned concepts to a variety of health care situations (SLO 1-7).

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4. Coordinate, collaborate and communicate with diverse patients, families, and the interdisciplinary health care team to plan, deliver, and evaluate care that promotes quality of life. (SLO 4)
 5. Adhere to standards of practice within legal, ethical, and regulatory frameworks of the professional nurse. (SLO 5)
 6. Demonstrate knowledge of delegation, management, and leadership skills. (SLO 6)
 7. Demonstrate behavior that reflects the values and ethics of the nursing profession, including a spirit of inquiry. (SLO 7)
 8. Analyze the interrelatedness of program concepts to make clinical judgements for optimum patient care outcomes (SLO 1-7).

Student Learning Outcomes (MCC ADN Graduates)

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 that promotes quality of life.
5. Adhere to standards of practice within 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.

Course Outline or Schedule:

HEALTH CARE CONCEPTS – BIOPHYSICAL

Acid Base Balance

Compensation and Partial Compensation (Included under concepts with topics where this occurs)

Clotting

- Disseminated Intravascular Coagulation
- Thrombocytopenia
- Idiopathic Thrombocytopenia Purpura (ITP) (Bone Marrow)
- HELLP Syndrome

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- Heparin Induced Thrombocytopenia (HIT)
 - Blood Products

Comfort – Is not a stand-alone concept in Level 4. (In scenarios related to course content- (ICU- Procedural pain)

Fluid & Electrolytes

- Extracellular Fluid Volume Excess – Heart Failure
- Hypokalemia – Heart Failure
- Hyperkalemia – Acute Renal Failure

Gas Exchange

- Anemia
- Respiratory Distress Syndrome
- Pulmonary Emboli
- Cystic Fibrosis

Immunity

- Human Immunodeficiency Virus (HIV)
- Organ Transplantation
- Sepsis (Modified Early Warning Scores –MEWS)
- Systemic Inflammatory Response Syndrome (SIRS)
- Multiple Organ Dysfunction Syndrome (MODS) with Shock and/or DIC

Metabolism

- Liver Failure
- Pancreatitis
- Starvation – Failure to Thrive
- Addison Disease
- Cushing's

Perfusion

- Dysrhythmias (afib, flutter, PVC, PAC, Vfib, Vtach, 3rd degree heart block)
- Myocardial Infarction -Sudden Death
- Shock
- Congenital Heart Defects
 - Tetralogy of Fallot (congenital)
 - Patent Ductus Arteriosus (PDA)
 - Septal Defects (VSD)
 - Coarctation of the Aorta
- Aneurysms

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Tissue Integrity

- Burns

Cognition

- Traumatic Brain Injury
- Encephalopathy
- Postpartum Psychosis
- Schizophrenia

Interpersonal Relationships

- Violence
 - Intimate partner violence
 - Workplace Violence
 - Elder Abuse
 - Child Abuse
 - Abusive Head Trauma (Shaken Baby syndrome)
 - Bullying
 - Rape/Trauma
- Personality Disorders
- Crisis Intervention
- Human Trafficking

(The concepts Nutrition, Comfort, Safety, and Communication are taught in other concepts and may be included in exams as presented by faculty.).

Course Grading Information:

The final course grades (RNSG 2138 and 2539) will be earned through graded examinations and completion activities:

3 Concept Exams

LEARNING LAB

1 HESI Exam (HESI 1)

1 HESI RN Exit Exam (HESI 2)

The student is to participate in all class activities, sim lab activities, learning lab activities, presentations, and discussions. Students can only miss one-unit exam. Students must inform faculty of missed exam within one hour prior to the exam. The final exam, HESI 2, conversion score will replace the missed exam grade.

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The student is also required to participate in all HESI preparatory activities including remediation. At the end of the semester, the grade will be determined and awarded for RNSG 2539.

A grade of "C" or above in the theory courses (RNSG 2138 and 2539) with a concurrent grade of "Credit" in the clinical course (RNSG 2360) are required to participate in the ADN pinning and MCC commencement.

The grading breakdown is as follows:

Exam 1 – 21%
Exam 2 – 21%
Exam 3 – 21%
LEARNING/LAB – 2%
HESI 1 - 15%
HESI 2 – 20%

The ADN grading system is: 90 –100 = A

80 – 89 = B

75 – 79 = C

65 –74 = D

Below 65 = F

Learning Lab:

1. The Learning Lab grade will consist of the grades earned on the Evolve/Hesi Case studies/patient reviews. These count as 2% of the theory grade. If student does not attend Learning Lab, the student will receive a score of zero for that Learning Lab grade.
2. Evolve/HESI case studies and/or patient reviews must be completed by midnight the day of simulation with a minimum score of 80%. If a minimum score of 80% is not achieved, no points will be given.
3. Learning Lab cannot be made up.
4. **Students will be prepared and have all necessary equipment when attending simulation. If a student does not have all equipment, they will be sent home.** This includes a face mask.
5. **Notification of absence:** If a student is going to be absent for any reason, Notification of absence must be made **at least one hour** prior to the start of simulation through email.
tmarty@mclennan.edu

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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 the 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.

Late Work, Attendance, and Make Up Work Policies:

1. Graded written work submitted past the date due will have 10% of the total points deducted per each day it is late.
2. Regarding missed exams – the ADN exam policy will be followed. The exam policy is in the ADN Student handbook.
3. Students must attend the Learning Lab to receive credit for the assignment.

NOTE: 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, they will have to wait until break time to enter class. 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.

[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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Student Behavioral Expectations and Conduct Policy

Professional Expectations for all courses (RNSG 2138, 2539, 2360):

1. Be on time and remain throughout class. Arrive at least 10 minutes prior to class starting.
2. Be in class every day and ready to learn. Should some unforeseen incident 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, check your course calendar, the learning management system (Blackboard) 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, other professionals in the health career arena. Be positive, civil, open to new ideas, and research to promote the 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.

NCLEX-RN Licensure Exam Policy

Effective October 1, 2018, all Associate Degree Nursing students will be required to pass an exit exam with a score of 900. Students who receive a HESI score below 900 must prepare for remediation before the AOG (Affidavit of graduation) will be approved on the Texas Board of Nursing web site.

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HESI-RN EXIT EXAM POLICY

The HESI-RN Conversion Score will be used as both the HESI 1 and HESI 2 (HESI EXIT) Exam Grades. The goals of the HESI exit exam are to:

1. Predict licensure success with a computerized comprehensive nursing exam.
2. Assist the associate degree nursing student with identifying strengths and weaknesses of content necessary to successfully complete the NCLEX-RN exam.
3. Develop a plan to improve any weakness thus enabling the likelihood of success on the graduate's initial NCLEX exam.
4. Assist the graduate nurse to enter the health field as a safe practitioner.

POLICY: All Associate Degree Nursing Students are required to take the HESI-RN exit exam during the semester of graduation from the program. Students are responsible for HESI exit exam fees (paid as registration fees). Only students who have a HESI score of 900 and above on the HESI-RN Exit Exam (final exam in Level 4) and receive credit for RNSG 2539, 2138 and RNSG 2360 will be eligible to take the NCLEX-RN licensure exam. Affidavits of Graduation (AOG) will be released to the Texas BON after final grades have been submitted thru WebAdvisor by faculty for students who have received credit for all RNSG courses. Students will be required to complete remediation after HESI 1 and prior to HESI 2 if the HESI 1 score is below 900.

LEVEL 4 HESI 1 Remediation

The Conversion score for HESI 1 will be entered as an exam grade in RNSG 2539. If the minimum benchmark score of 900 is not achieved on HESI 1, the student must complete all remediation assigned within the HESI System and the HESI Comprehensive Med/Surg Exam. All assigned remediation must be completed by the faculty-assigned date which will be prior to the start of the HESI Exit 2 exam. (Must be completed by 11:59 pm on the day before the scheduled HESI 2). **Students who fail to complete the assigned remediation will not be permitted to take HESI 2. A grade of zero “0” will be entered for the exam.**

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Remediation steps for HESI 1

1. Open and engage with (read, answer, complete) all HESI-Assigned packets.
 2. Complete all HESI NGN-assigned case studies with a score of **80%** or higher. If you are not able to score 80% or higher on the first attempt, see your faculty advisor.
 3. Complete the Comprehensive Med/Surg Exam in the HESI/Evolve portal with a score of **75%** or higher. (Can be done while working on other remediation steps.)
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Level 4 HESI 2 (HESI-RN EXIT) EXAM Remediation Policy

Students who receive a HESI score below 900 on the final HESI exit (HESI 2) exam must prepare for remediation before the Affidavit of Graduation (AOG) will be approved by the Program Director in the Texas Board of Nursing portal. The student will meet with the Program Director or designated faculty member to assess needs and monitor progress with remediation. All applicable fees are the responsibility of the student.

Remediation steps for HESI EXIT 2:

1. Open and engage with (read, answer, complete) all HESI-assigned packets - Do this before completing case studies.
 - a Set a timer and spend adequate time in each packet (at least the recommended length)
 - b Remediation packet report must be approved by the person over-seeing remediation.
2. Complete all HESI NGN-Assigned Case Studies with a score of 80% or higher.
 - a Students scoring below 80% on the first attempt must contact the advisor, success coach, or the program director overseeing remediation.
3. Answer 3,000 NCLEX-style questions (with NGN-style questions included)
 - a **One-thousand (1,000)** questions must be from **uWorld**.
 - b **Two-thousand (2,000)** questions may be taken from an evidence-based resources (e.g., HESI, Evolve, Elsevier, or other APPROVED NCLEX prep product)
 - c Questions must be answered in **test or exam** modes (not quiz or practice)
 - d Students must score at least 75% on each exam to count in the total.
Exams with scores below 75% cannot be logged and counted.
4. Complete a uWorld self-assessment with NGN questions enabled.
 - a Score >75% for the questions to count as part of the required 3,000 NCLEX Practice Questions.

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- b Review the detailed performance analysis with the person overseeing remediation.

5. Schedule and Take HESI Exit 3

Students will take a third HESI exit exam (cost to be announced based on HESI prices and testing center fees). A score of at least 900 on HESI EXIT 3 is required for AOG to be approved in the Texas BON Portal.

Remediation for HESI Exit 3

A student scoring less than 900 will continue with remediation plan prior to the approval of AOG.

Remediation Steps for HESI Exit 3:

1. Open and engage with (read, answer, complete) all HESI -assigned packets -
 - a Do this before completing case studies.
 - b Set a timer and spend adequate time in each packet (at least the recommended length)
2. Complete all HESI NGN-Assigned Case Studies with a score of 80% or higher.
 - a If you score below 80% on the first attempt, contact the Program Director
3. Answer 2,500 NCLEX-style questions (with NGN-style questions included)
 - a **Five-hundred (500)** questions must be from **uWorld**.
 - b **Two-thousand (2,000)** questions may be taken from an evidence-based resources (e.g., HESI, Evolve, Elsevier, or other APPROVED NCLEX prep product)
 - c Questions must be answered in **test or exam** modes (not quiz or practice)
 - d Students must score at least 75% on each exam to count in the total. Exams with scores below 75% cannot be logged and counted.
 - e All questions must be logged in the assigned spreadsheet.

REMEDIATION DUE: _____

Contact Program Director:

Email : sblackwood@mclennan.edu

Phone : 254-299-8354

Fax : 254-299-6232

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.

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

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 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/. 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) 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 or a Success Coach by calling (254) 299-8226 or emailing 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. 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.

MCC Academic Integrity Statement:

Go to 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.

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 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.

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.