

WACO, TEXAS

# AND INSTRUCTOR PLAN

BRITISH LITERATURE

**ENGL 2321.89** 

DR. YOLANDA J. GONZALEZ

#### **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 <a href="https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html">https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html</a> on any changes to these guidelines.

#### ENGL 2321.89

#### **Course Description:**

A survey of the development of British literature from the Anglo-Saxon period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions.

#### Prerequisites and/or Corequisites:

ENGL 1301 (Composition I)

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

# **Technical Requirements**

- Students enrolled in this online course need regular, reliable access to the internet and a computer (preferably a desktop or laptop computer). Also, students should regularly install updates to their browsers to ensure that they are using the most up-to-date systems.
- All students must download the Respondus LockDown Browser to take tests and quizzes for this course. You will be required to download this software the first time you access a quiz for this course. You will not be asked to come to MCC's campus to take any test or quiz.
- Students must have access to a digital video recording device, such as a web cam or smartphone to complete a required presentation.

#### **Recommended Programs**

- <u>Microsoft Office 365</u> (FREE for all students) please do not use Pages, Word Perfect, or MS Works as your word processing software. If you plan on using Google Drive to create documents for the course, be sure you can convert the gdoc file to a PDF.
- Adobe Reader
- Java
- <u>PowerPoint Viewer</u> (Does not need to be downloaded separately if you already use Office 365)

#### **Using Brightspace:**

All course materials are posted on Brightspace, and all assignments must be submitted via Brightspace. Hence, students should check Brightspace regularly to keep up with course assignments. Please familiarize yourself with this course management software. The course can be accessed at <a href="mailto:brightspace.mclennan.edu">brightspace.mclennan.edu</a>.

#### **Turnitin**

In order to help students learn proper composition skills and to promote academic

#### ENGL 2321.89

honesty, this class will use the services provided by <u>Turnitin</u> (hereinafter, the "Service"). The above URL contains information about the capabilities, services, terms and conditions, and privacy policy of the Service.

Students agree that by taking this course all required papers may be subject to submission for textual similarity review to Turnitin for the detection of plagiarism. All submitted papers will be included as source documents in the Turnitin reference database solely for the purpose of detecting plagiarism of such papers. Students further understand that if the results of the review support an allegation of academic dishonesty, the student's work will be investigated and the student is subject to discipline according to policy.

# **Instructor Information:**

Instructor Name: Dr. Yolanda J. Gonzalez MCC E-mail: ygonzalez@mclennan.edu

Office Phone Number: (254) 299-8904 (please leave a voicemail message during office hours,

listed below)

Office Location: FOB 112

Office/Teacher Conference Hours: I can be reached via email or Instant Messages on Brightspace Monday-Thursday from 12 noon to 4 pm. MCC holidays will be observed, and office hours will not be held on those days.

Other Instruction Information: Video conferencing on Zoom is also available. Please email me to schedule an appointment. My Zoom URL is <a href="https://mclennan.zoom.us/j/2394045861">https://mclennan.zoom.us/j/2394045861</a>

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

Title: Norton Anthology of English Literature 10e Core Selections eBook

Author: Greenblatt et al

Edition: 10<sup>th</sup>

Publisher: W.W. Norton ISBN: 978-0-393-54410-7

MCC Bookstore Website: <a href="http://www.mclennan.edu/bookstore/">http://www.mclennan.edu/bookstore/</a>

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

All literature instructors will use an internal rubric constructed by the English Department. Because of the variety of genres and time periods covered in literature classes, all grading will be direct and will assess the following skills: critical thinking, on the basis of interpretation, analysis, and synthesis of texts using primary and secondary sources; communication skills, on the basis of interpretation and expression of ideas through written, oral, and visual communication; social responsibility, on the consideration of other cultures and time periods,

#### ENGL 2321.89

leading to awareness of civic responsibility in regional, national and global communities, as well as the consequences of failure to adopt or to apply standards of social responsibility; and personal responsibility, based on the consequences of interconnected choices and actions related to ethical decision-making, as demonstrated in the wide variety of texts covered in literature classes.

# **Basic Paper and/or Presentation Rubric:**

Criteria	Outstanding	Proficient	Basic	Below
0110114	o at standing		Busic	Expectations
Critical	-Shows originality	-Shows less	-Expression mostly	-Does not
Thinking	of thought and	originality and may	limited to ideas from	comprehend course
	logical connections	have minor flaws in	class or readings.	concepts.
	-Demonstrates	logic.	-Inconsistent	-Inadequate
	excellent	-Demonstrates good	description,	description,
	descriptive, analytic,	descriptive, analytic,	analysis,	analysis,
	interpretative,	interpretative,	interpretation,	interpretation,
	evaluative, and	evaluative, and	evaluation, and	evaluation, and
	engaged intellectual	engaged intellectual	engagement in	engagement in
	inquiry.	inquiry.	intellectual inquiry.	intellectual inquiry.
Communication	-Clear main idea	-Clear main idea but	-Shows competency	-Inconsistent
	with supporting	may have minor	but has weak or	competence in
	organization and	lapses in	unfocused main	thesis, organization,
	developed examples	organization, less	ideas, organization,	and content
	and explanation.	developed examples	and few developed	development.
	-Excellent	and explanation.	examples and	-Does not consider
	awareness of	-Good awareness of	explanation.	or tailor content and
	rhetorical situation,	rhetorical situation	-Awareness of	structure to
	including audience,	and matches work to	rhetorical situation	rhetorical situation.
	topic, and	audience	but work does not	
	perspective as	requirements.	meet the need.	
	speaker/writer.			
Mechanics	-Demonstrates	-Demonstrates	-Shows mostly	-Fails to show
	complete command	competent command	competent command	competence in
	of format with	of format & diction.	of format and	format, diction,
	mature diction and	May have minor	diction but has some	mechanics,
	shows few, if any,	mechanical,	major mechanical,	grammar, and/or
	grammar, spelling,	grammar, spelling,	grammar, spelling,	spelling.
	or diction errors	or diction errors.	or diction errors.	

#### ENGL 2321.89

Teamwork	-Actively assists in	-Contributes to	-Participates with	-Does not assist the
	meeting group	meeting group	teamwork	group and/or fails to
	goals.	goals.	requirements but	treat group members
	- Always treats	-Treats others	does not actively	respectfully.
	others respectfully.	respectfully.	work beyond the	
	- Consistently helps	-Assists and/or	minimum required.	
	and/or	encourages other	-Treats group	
	encourages all team	team members.	members	
	members.		respectfully but does	
			not interact fully.	
Personal	-Completes all	-Completes most	-Misses deadlines	-Sometimes fails to
Responsibility	assigned tasks by	assigned tasks by	occasionally; work	show the ability to
2100 P 0 220 2210 J	deadlines; work is	the deadline; work	generally meets	connect choices,
	thorough and	is mostly thorough	requirements; shows	actions and
	comprehensive.	and shows only	occasional major	consequences to
	-Always shows the	minor lapses in	lapses in	ethical decision-
	ability to connect	accountability.	responsibility.	making
	choices, actions, and	-Usually shows the	-Often shows the	
	consequences to	ability to connect	ability to connect	
	ethical decision-	choices, actions, and	choices, actions, and	
	making.	consequences to	consequences to	
		ethical decision-	ethical decision-	
		making.	making.	

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

This course offers a broad survey overview and a foundational basis for general education within the liberal arts. It also prepares students for further study within the academic area of literature.

- Critical Thinking (CT): Requires creative innovation in interpretation, inquiry, and analyses of a wide variety of texts and a synthesis of texts with secondary sources.
- Communication Skills (COM): Require effective development, interpretation, and expression of ideas through written, oral, and visual communication.
- Social Responsibility (SR): Requires consideration of other cultures and other time periods, which in turn leads to knowledge of civic responsibility in regional, national and global communities. This knowledge prepares students for an understanding of the effects of good social responsibility, as well as the consequences of the lack thereof in communities, nations, and the world.
- **Personal Responsibility (PR):** Includes skills in connecting choices, actions, and consequences to ethical decision-making, as demonstrated in the wide variety of texts covered in these classes.

#### **Learning Outcomes:**

While successfully completing literature courses, students will:

#### ENGL 2321.89

- 1. Identify key themes, representative authors and works, significant historical or cultural events, and characteristic perspectives or attitudes expressed in the literature of different periods or regions.
- 2. Analyze literary works as expressions of individual or communal values within the social, political, cultural, or religious contexts of different literary periods.
- 3. Demonstrate knowledge of the development of characteristic forms or styles of expression during different historical periods or in different regions.
- 4. Articulate the aesthetic principles that guide the scope and variety of works in the arts and humanities.
- 5. Write research-based critical papers about the assigned readings in clear and grammatically correct prose, using various critical approaches to literature.

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

Subject to change. Please check Brightspace for updates.

This course has weekly deadlines. These deadlines can be found below and on the Course Schedule available in Brightspace. Assignments become available once you have met specified grade criteria or submitted assignments. Please refer to the "Content" → "Lessons" section of Brightspace for more information.

#### **Unit 1: Orientation** (due 7/16/2022)

# Unit 2: Old English Literature (due 7/23/2022)

- "The Middle Ages (to ca. 1485)"
- Beowulf
- Reading Quiz
- Journal Entry
- Discussion Board

#### Unit 3: Middle English/16<sup>th</sup> Century Literature (due 7/30/2022)

- Geoffrey Chaucer, *The Canterbury Tales* (please read all included selections)
- "The Sixteenth Century (1485-1603)"
- William Shakespeare's Sonnets; Sonnet # 18, 80, 105, 106, 116, 138, 144, 147
- Reading Quiz
- Journal Entry
- Discussion Board
- CRITICAL REVIEW

# Unit 4: 17<sup>th</sup> Century/18<sup>th</sup> Century/Romantic Literature (due 8/6/2022)

#### ENGL 2321.89

- "The Early Seventeenth Century (1603-1660)"
- John Donne; "A Valediction: Forbidding Mourning"
- George Herbert; "The Windows"
- "The Restoration and the Eighteenth Century (1660-1785)"
- Jonathan Swift; "A Modest Proposal"
- "The Romantic Period (1785-1832)"
- Joanna Baillie biography; "A Mother to Her Waking Infant"
- William Wordsworth; "Lines Composed a Few Miles above Tintern Abbey"
- Samuel Taylor Coleridge; "Frost at Midnight"
- John Keats; "To Autumn"
- MIDTERM EXAM

#### **Unit 5: Victorian/Modern Literature** (8/10/2022)

- "The Victorian Age (1830-1901)"
- Elizabeth Barrett Browning; Aurora Leigh (lines 1-498)
- Alfred, Lord Tennyson; "In Memoriam A. H. H."
- "The Twentieth Century and Twenty-First Centuries"
- Virginia Woolf; "Professions for Women"
- T. S. Eliot; "The Love Song of J. Alfred Prufrock"
- Reading Quiz
- Journal Entry
- Discussion Board

#### **Unit 6: Final Essay/Presentation** (8/11/2022)

- COMPARE/CONTRAST ESSAY
- PRESENTATION

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

Grades in the course will be based on a sum of the weighted average of the grades the student earns for each course requirement. Please refer to the course requirements for the instructor's expectations of students.

Final grades will correspond to the following scale:

A = 90-100 B = 80-89 C = 70-79 D = 60-69 F = 0-59

Course grades will be based on the following percentages:

Course Requirement	Percentage
Reading Quizzes	10%

#### ENGL 2321.89

Discussion Board Participation	10%
Journal Entries	10%
Midterm Exam	20%
Critical Review	15%
Compare/Contrast Essay	20%
Presentation	15%

<sup>\*</sup>Note: I reserve the right to adjust these percentages as necessary

I am more than happy to discuss any questions students may have concerning the grades they receive. However, I ask that students take plenty of time to review the grade and determine what question(s) to ask *before* contacting me to discuss the assignment grade.

#### **Course Requirements:**

Reading Quizzes: Students can expect quizzes over assigned readings during the semester. Each quiz will consist of at least three short answer, essay, multiple choice, or fill in the blank questions that will test the student's critical thinking over the reading assignment. Students wishing to earn high marks on these quizzes must complete all assigned readings, actively engage with the material they are reading, and consider the overall meaning of the text within its historical and social context.

*Discussion Board:* Regular participation is required of all students, regardless of whether the class meets face to face or is completed online. In online courses, the discussion board is one of the main places a student participates in the course.

<u>Discussion Board Participation</u>: In most units, you will be required to make *three posts* on a discussion board. For your first post, you need to create a thread in response to *at least one* of the questions your instructor will post to get the discussion started. Additionally, you need to provide **two additional replies** to two of the posts made by two different classmates. Your discussion board posts need to be substantive, meaning you need to say more than "That's interesting" or "I agree." Also, if you reference outside sources on the discussion board, you must cite them in your post to remain compliant with the course's <u>Academic Honesty</u> policy.

<u>Discussion Board Rubric</u>: All discussion boards are worth 10 points. The following rubric will be used to determine discussion board grades:

- 8-10 points substantive posts that contribute to the class's overall understanding of the text; minimum of three posts.
- 7 points posts that demonstrate a basic level of understanding of the reading; minimum of three posts.

#### ENGL 2321.89

- 6 points posts that demonstrate that you have completed the reading; minimum of three posts.
- 0-5 points two posts or fewer.

Journal Entries: You will also be required to complete a journal entry over one of the assigned readings in most units. Instructions for each journal entry will be posted on Brightspace. Students wishing to earn high marks on this assignment should complete all reading assignments, follow the instructions carefully, and use correct grammar and mechanics in their journal entries.

Midterm: The midterm will be available under **Unit 4**. It is an exam that may include any reading that has been reviewed prior to the date of the midterm. Question types include multiple choice, short answer, fill in the blank, and essay questions. Students can expect to encounter questions that ask them to compare and/or contrast texts by two or more authors. Students wishing to earn high marks on their midterm must complete all assigned readings and participate in discussion boards.

Critical Review: Each student must complete a critical review over one of the assigned readings. A critical review is a summary of an academic article over one of the assigned readings. Simply read the article, write a two-page summary of the contents of that article, describe how the article has enhanced your understanding of the course text, and submit the essay for grading. Students who submit effective, well written summaries that identify the argument of the article, the author's main supporting points, and what they learned from the article will earn the highest marks on this assignment. The critical review must be submitted under Unit 3.

Compare/Contrast Essay: Each student must complete a compare/contrast essay. In this essay, students will compare AND contrast a theme or literary device used in two pieces of assigned literature from different periods. To create this essay, students must use a minimum of 2 outside sources. Also, the essay must be 750 to 1,500 words in length and conform to MLA format. Appropriate parenthetical references in the essay and a correctly formatted Works Cited page must be included in the document. The best outside sources to use are The Oxford English Dictionary and the Gale Literary Databases, and the MLA Bibliography (all are available through MCC's library web page). Students wishing to earn high marks on their compare/contrast essay must offer a clear thesis of the purpose of comparing the two texts. Also, this thesis must be supported via appropriate references to an assigned reading and two outside sources. The Compare/Contrast Essay will be submitted in Unit 6.

*Presentation:* Each student will also be required to submit a short, 2 to 3-minute video presentation. Topics vary from semester to semester. Students wishing to earn high marks on their presentation must follow the directions for the assignment carefully and include all the

#### ENGL 2321.89

required information in their presentation. The presentation is due by 12 noon on the scheduled date for final exams.

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

Late work: Work may only be submitted after the published deadline in the event of an excused absence (i.e. personal illness or illness in the family; death in the family). Students are asked to contact the instructor via email as soon as they believe they may miss a course deadline due to an excused absence. An extension on the late work will be granted via email, so students need to look for an instructor response in their MCC email account after informing the instructor about their situation.

**Attendance:** To remain in good standing in this course, all students must submit one graded assignment each week of the semester. Attendance will be recorded at weekly intervals, and students who do not participate regularly by submitting an assignment each week may be contacted by the instructor or a Success Coach.

Students who fail to submit graded assignments for two consecutive weeks will be dropped from the course if the attendance violation occurs before the withdrawal deadline. If the attendance violation occurs after the withdrawal deadline, the student will earn a grade of F at the end of the term. Please check the calendar posted on the McLennan Community College website for withdrawal deadlines.

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

Students are expected to improve their own reading, thinking, and writing skills and to assist their fellow classmates to do the same. To create comfortable learning environment for all present, students are asked to respect their colleagues. Disrespectful comments on discussion boards will not be tolerated. Repeat offenders will be reported to MCC's Discipline Coordinator and, in extreme cases, dropped from the course.

Additionally, students are asked to carefully consider the content of their communications to their instructor and classmates. Is it clear? Does it communicate its main idea well? Has it been edited and proofread? Make sure you can answer yes to all these questions before you submit your discussion board posts and emails.

#### **Course Policy on Academic Dishonesty**

Students found to be guilty of acts of academic dishonesty (including but not limited to sharing coursework with a classmate, presenting the work of another's as their own, copying from sources without documentation, purchasing papers, copying another's work, and gaining access to quiz and/or test answers prior to taking the quiz/test) are subject to college policy as found in the Highlander Guide. In addition, in this class, students are subject to the following discipline:

#### ENGL 2321.89

- First Offense: Warning & report to MCC's Discipline Coordinator
- Second Offense: failing grade on the assignment & report to MCC's Discipline Coordinator
- Third Offense: failing grade in the course & report to MCC's Discipline Coordinator

# **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 additional guidelines specific to this course.



# **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 <a href="https://www.mclennan.edu/disability">www.mclennan.edu/disability</a>.

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 Title IX Coordinator at <a href="mailto:titleix@mclennan.edu">titleix@mclennan.edu</a> 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 <a href="http://www.lighthouse-services.com/mclennan/">http://www.lighthouse-services.com/mclennan/</a>.

Go to McLennan's Title IX webpage at <a href="www.mclennan.edu/titleix/">www.mclennan.edu/titleix/</a>. 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 <a href="SuccessCoach@mclennan.edu">SuccessCoach@mclennan.edu</a>. 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 <a href="https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html">https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html</a> to find out more about the emergency grant. The application can be found at <a href="https://www.mclennan.edu/foundation/docs/Emergencygrant">https://www.mclennan.edu/foundation/docs/Emergencygrant</a> Application.pdf.

#### **MCC Academic Integrity Statement:**

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

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

Go to <a href="https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html">https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html</a> 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 (<a href="http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf">http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf</a>) 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 <a href="https://www.mclennan.edu/student-email">www.mclennan.edu/student-email</a>.

#### **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 <a href="mailto:Helpdesk@mclennan.edu">Helpdesk@mclennan.edu</a> 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)
- 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)

# **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.