

## BRAZOSPORT COLLEGE

### SYLLABUS for MCHN 1338 - Basic Machine Shop I

Instructor: Ben Waldrep

Office: M102B

Office Phone: 979-230-3590

[benjamin.waldrep@brazosport.edu](mailto:benjamin.waldrep@brazosport.edu)

Office Hours: By Appointment

#### **Course Description**

Basic Machine Shop I is an introductory course, teaching the basics of hand tools, measurement with basic and precision tools, layout, and basic operation of the engine lathe.

#### **Prerequisites**

None

#### **Textbook**

Required Textbook w/ workbook: Machine Shop Operations and Setups, 4<sup>th</sup> Edition, Lascoe/Nelson/Porter, American Technical Society, Chicago, 60637

Textbook ISBN # 978-0-8269-1842-0

Workbook ISBN # 978-0-8269-1844-4

Required course materials are available at the Brazosport College bookstore, on campus or online at <http://www.brazosport.edu/bookstore>. A student of this institution is not under any obligation to purchase a textbook from the college bookstore. The same textbook is/may also be available from an independent retailer, including an online retailer.

#### **STUDENT LEARNING OUTCOMES**

The student will be familiar with and capable of taking micrometer and scaled measurements

The student will produce an assigned project to given tolerances

## Students with Disabilities

Brazosport College is committed to providing equal education opportunities to every student. BC offers services for individuals with special needs and capabilities including counseling, tutoring, equipment, and software to assist students with special needs. For student to receive any accommodation, documentation must be completed in the Office of Disability Services. Please contact Phil Robertson, Special Populations Counselor at 979-230-3236 for further information.

## ACADEMIC HONESTY

Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism, and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide for more information. This is available online at <http://www.brazosport.edu>. Click on the CATALOGS AND SCHEDULES link under STUDENTS.

Academic dishonesty violates both the policies of this course and the Student Code of Conduct. In this class, any occurrence of academic dishonesty will be referred to the Dean of Student Services for prompt adjudication, and will, at a minimum, result in **Zero on assignment, with no option to make up**. Sanctions may be imposed beyond your grade in this course by the Dean of Student Services.

## ATTENDANCE AND WITHDRAWAL POLICIES

Your attendance is required to achieve success in this course. It is the student's responsibility to attend class on time and prepared. It is the student's responsibility for add/ drop withdraws from course. See Current Brazosport College Student Guide for information. A student in the Machine Tools/Millwright program will be allowed no more than three unexcused absences. If no attempt is made to contact the instructor, whether by phone, or electronic mediums, the absence will be considered in the same light as an employer and will be considered unexcused. After the third absence, the student will be withdrawn from the course.

## Title IX Statement

Brazosport College faculty and staff are committed to supporting students and upholding the College District's non-discrimination policy. Under Title IX and Brazosport College's policy FFDA (Local), discrimination based on sex, gender, sexual orientation, gender identity, and gender expression is prohibited. If you experience an incident of discrimination, we encourage you to report it. While you may talk to a faculty or staff member at BC, please understand that they are "Responsible Employees" and must report what you tell them to college officials. You can also contact the Title IX Coordinators

directly by using the contact information below. Additional information is found on the Sexual Misconduct webpage at [www.brazosport.edu/sexualmisconduct](http://www.brazosport.edu/sexualmisconduct).

Kelli Forde Spiers, Director, Student Life and Title IX Coordinator  
Office J-117D; 979-230-3355; [kelli.fordespiers@brazosport.edu](mailto:kelli.fordespiers@brazosport.edu)

Victoria Young, HR Coordinator and Deputy Title IX Coordinator  
Office C-114; 979-230-3303; [victoria.young@brazosport.edu](mailto:victoria.young@brazosport.edu)

## **Campus Closure Statement**

Brazosport College is committed to the health and safety of all students, staff, and faculty and adheres to all federal and state guidelines. The College intends to stay open for the duration of the semester, and provide access to classes and support services on campus in the safest way possible. The College will also comply with lawful orders given by applicable authorities, including the Governor of Texas, up to and including campus closure. It is possible that on campus activities may be moved online and/or postpone if such orders are given.

## **Student Conduct Statement:**

**Students are expected to be aware of and follow the Brazosport College Student Code of Conduct. Students have violated the Code if they “fail to comply with any lawful directions, verbal or written, of any official at BC.” Lawful directions include precautions and requirements taken to prevent the spread of COVID-19 at Brazosport College. Students who do not follow safety requirements, including the wearing of a mask, may be removed from class by their instructor and referred to the Dean of Student Services.**



Get the information you need – when you need it. Click <http://geni.us/BRAZO> to install **BC Connect** on your mobile device to receive reminders, explore careers, map your educational plan, be in the know about events, find out about scholarships, achieve your goals and much more.

## **DATES**

Labor Day – September 7, 2020

Last day to withdraw – November 2, 2020

Final Exam – December 7, 2020

## STUDENT RESPONSIBILITIES

Students are expected to fully participate in this course. The following criteria are intended to assist you in being successful in this course:

- a. understand the syllabus requirements
- b. use appropriate time management skills
- c. communicate with the instructor
- d. complete course work on time, and
- e. utilize online components (such as Desire2Learn) as required.

## OTHER STUDENT SERVICES INFORMATION

Information about the Library is available at <http://www.brazosport.edu/library> or by calling 979.230.3310.

For assistance with online courses, an open computer lab, online and make-up testing, audio/visual services, and study skills, visit Learning Services next to the Library, call 979.230.3253, or visit <http://www.brazosport.edu/learningservices>.

For drop-in math tutoring, the writing center, supplemental instruction and other tutoring including e-tutoring, visit the Student Success Center, call 979.230.3527, or visit <http://www.brazosport.edu/studentsuccesscenter>.



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To contact the Millwright Department call **(979-230-3229)**.

The Student Services provides assistance in the following:

Counseling and Advising	979.230.3040
Financial Aid	979.230.3294
Student Life	979.230.3355

To reach the Information Technology Department for computer, email, or other technical assistance call the Helpdesk at 979.230.3266.

## **MCHN 1338 – Basic Machine Shop I Schedule**

Class 1	Summary of Course/Safety Pledge/Tour of Shop
Class 2	Shop Safety/Cut Off Saw/Project Drawing & Discussion
Class 3	4 Jaw Chuck & Indicators Lab
Class 4	Measurement/4 Jaw Chuck & Indicators
Class 5	Measurement Lab/Machine Classwork
Class 6	Hand Tools/Machining
Class 7	Hand Tools/Machining
Class 8	Hand Tools Lab/Machining

### **SPRING BREAK or THANKSGIVING Holidays**

Class 9	Lay Out/Machining
Class 10	Lay Out & Lab/Machining
Class 11	Machine Time
Class 12	Machine Time
Class 13	Machine Time
Class 14	Machine Time/Shop Clean-up
Class 15	Review for Final
Class 16	Final Exam

### **GRADE DETERMINATION:**

Homework – 20%  
Exams – 20%  
Projects – 20%  
Labs – 20%  
Final – 20%

### **GRADING SCALE:**

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