Course Syllabus: Math 1314.01W – College Algebra, Spring 2014, ONLINE

Instructor: Adam Bowden

Office Location: Binnion 324

Office Hours: 3:20 pm - 5:20 pm MW, 4:15 - 6:15 pm T, or by appointment.

Office Phone: 903-886-5959

University Email Address: adam.bowden@tamuc.edu

> **Office Hours: I may be reached by email and eCollege. I check them daily. The best email address for me is adam.bowden@tamuc.edu. You can come see me in person during my office hours in Bin 324 or it is possible to set up video chat with me during the office hours listed above.**

COURSE INFORMATION

Material Required: Students *must* purchase a copy of **MyMathLab/MyLab & Mastering student access code** from either of the campus bookstores or directly from Pearson at http://www.coursecompass.com.   The Course ID for this class is: **bowden72127**

Please get a **Binder** to keep and organize all notes and course materials. A Texas Instruments (TI-83 or TI-83 Plus) **graphing calculator** for this course is highly recommended. All exams must be completed in **pencil.**

Textbook (Optional): *College Algebra* (6th Edition) by Robert F. Blitzer, ISBN # 978-0321-78228-1, is the textbook for the course. *** **The MyMathLab access code includes access to an e-book, so the book is optional but the MyMathLab access code is required.** (You will have to purchase a new MyMathLab access code if you have an account with MyMathLab for your intermediate algebra class the previous semester. You do NOT need to purchase a new MyMathLab access code if you are retaking this course using MyMathLab for the same book with the same edition. Please come see me for directions to do so). *** Portions of Chapters 1-8 in the textbook will be discussed.

Please use the MyMathLab 14 day free trial to start working on homework if you cannot purchase it right away. The MyMathLab student access code must be purchased by the end of 2nd week of class to prevent a loss in points.

Course Description: This course covers an in-depth study and applications of quadratics, polynomial, rational, exponential and logarithmic functions, and systems of equations. Additional topics such as arithmetic and geometric progressions; sequences and series; and matrices and determinants are included.

Student Learning Outcomes: Upon completion of this course, students will be able to:
  1) Demonstrate knowledge of properties of functions, which include domain and range, operations, compositions, and inverses.
  2) Identify, interpret, and solve problems of various types of functions and their graphs, including but not limited to linear, quadratic, polynomial, rational, exponential, and logarithmic functions.

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Mission for the Department of Mathematics: Discovering the Keys to Success

3) Apply graphing techniques for various functions.
4) Identify and develop basic sequences and series.
5) Solve systems of equations with various methods including elimination, substitution, Cramer's rule and matrices

Core Objectives:
1) *Students will be able to analyze, evaluate, or solve problems when given a set of circumstances or data.* This common core objective will be assessed in the departmental final exam for all sections of Math 1314.
2) *In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure.* This common core objective will be assessed using common class activities/projects with class discussion over functions, sequences, logarithmic or exponential functions for all sections of Math 1314.
3) *Students will be able understand and utilize mathematical functions and empirical principles and processes.* This common core objective will be assessed using common class activities/projects with discussion over functions, homework, exam and departmental final exam for all sections of Math 1314.

COURSE REQUIREMENTS

PLEASE READ THE FOLLOWING PARAGRAPHS CAREFULLY, AND DECIDE IF THIS IS THE RIGHT FORMAT OF CLASS FOR YOU. YOU WILL HAVE TO BE SELF-MOTIVATED TO BE SUCCESSFUL IN AN ONLINE CLASS. THERE WILL BE A LOT OF SELF LEARNING. ALL EXAMS MUST BE TAKEN ON CAMPUS, OR APPROVED TESTING CENTER, SO IF THAT IS A PROBLEM FOR YOU, YOU MAY NEED TO SWITCH TO A FACE-TO-FACE CLASS NOW.

Continual Enrollment Policy: It is important that you understand that this is an online math course. You will utilize online videos, online homework, tutoring on campus, and appointments with instructors, Please keep in mind that you will be responsible for your own learning. You will have a specific schedule with important due dates, and failure to meet these due dates can result in an F for the course.

In addition, this course is a University Studies math requirement, and as such the university requires students to remain continually enrolled in a math course until they have successfully completed their college-level math requirement. All students should be aware that they are NOT allowed to drop a College Algebra course.

Attendance: To be counted as attended classes for each week, you will need to be actively using MyMathLab for instructional videos and do assignments online every week. You will communicate with your instructor through chat and eCollege throughout the semester. Please response to instructor's emails in a timely manner.

*** All students should be aware that they are NOT allowed to drop this math course, and that they must be continually enrolled in a math course until they have successfully completed their college-level math course (University Policy).***

Homework: The homework is a must for success in this class. *****You are required to complete your homework using MyMathLab/MyLab software.***** It is extremely important for you to work all homework in order to be prepared for the exams. If you are not keeping up with the work in the course, it will most likely be obvious in your homework and test grades.

If a student experiences any technical difficulties with MyMathLab, be sure to use the online help and technical support from the software company. If a student continues to have trouble accessing or navigating the software, please contact instructor through email or come by my office during office hours for some individual help.

Tutoring: ***Students are required to spend an hour a week outside class tutoring.*** *** Students can choose to attend tutoring in the Math Skills Center, TRIO, Supplemental Instruction tutoring sessions, and other on campus tutoring sessions that are approval by the Mathematics Department.

The **Math Skills Center**, located in Binnion 328, is open *Monday and Wednesday from 8am – 8pm, Tuesday and Thursday from 8am – 6pm, and Friday from 8am – 12pm.* Free tutoring is available for students who need help with their math courses. In addition, the **Academic Success Center also offers supplemental instruction/tutoring for students and their hours can be found at the university web site.**

The **Mach III/TRIO Program** is available for students who qualify for additional resources, such as private tutoring. In order to qualify, students must meet certain conditions, such as being a first-generation college student. For more information, contact TRIO at 903-886-5833 or in the Halladay Student Services building, Room 300.

Quizzes: Quizzes will be given online periodically.

Class Activities/Projects: Application problems with class discussion over functions, sequences, logarithmic or exponential functions related to course materials will be assigned during the semester. Be sure to attend all classes in order to participate in the class activities with class discussion.

Exams: There will be two (2) regular exams this semester and a comprehensive final exam (so, 3 total exams). The two exams and the final exam will be HAND-WRITTEN and must be taken on campus at the <u>Academic Testing Center (SS 308)</u> in Commerce, TX or at the <u>nearest approved testing center</u>, if you live far away.

***You will be responsible for scheduling a time with the Academic Testing Center (SS 308) with email address: atc@tamuc.edu during their hours which are Monday 9 a.m. to 5 p.m., Tuesday 9 a.m. to 8 p.m., Wednesday 9 a.m. to 5 p.m., Thursday 9a.m. to 5 p.m., and Friday 9 a.m. to 3 p.m. When it is time for the first exam, for example, I will tell you the "week" in which you must take the exam. You pick the day and time, email the testing center to set up your time, and then show up to take the test on paper at the Academic Testing Center (SS 308) with your photo id card.

Practice exams will be available on MyMathLab or eCollege prior the exam. Partial credit <u>may</u> be given on exams IF all work is neatly shown for determination of the student's mistakes. **CELL PHONES AND OTHER ELECTRONIC DEVICES MUST BE TURNED OFF AND STORED OUT OF THE STUDENT'S REACH. The only electronic device allowed during tests and quizzes is a stand-alone calculator (such as a TI-34, TI-83, TI-84, etc.), and only with the instructor's permission. All exams must be completed in pencil; failure to complete your exam in pencil will result in a reduction of the earned grade by 5 points.**

No make-up exams will be given without prior notice of a university excused absence*. I realize that at times throughout the semester, emergency situations may arise that affect a student's performance on an exam or even prevent a student from attending on an exam day. **I am willing to replace the lowest exam grade with the student's grade on the final exam, provided the final exam score is higher.** This provision will only be applied to ONE exam, so students should make every effort to be present and well-prepared for all exams.

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**A Practice exam and answer key will be available prior to each exam.
Be sure to take advantage of this valuable resource!!**

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* University Authorized Excuses: 1) Participation in a required/authorized university activity; 2) Verified illness; 3) Death in a student's immediate family; 4) Obligation of a student at legal proceedings in fulfilling responsibility as a citizen; and others determined by individual faculty to be excusable (e.g., elective University activities, etc.)

Final Exam: The final exam will be a departmental, comprehensive exam. All students will take the exam at the same time on **Monday, May 5, between 3:30 and 5:30 p.m. This is the only exam that will NOT be in the Academic Testing Center** **and it will be in the Binnion Building (Math building) on campus. The room number will be announced closer to final time. Approved testing center maybe used for final exam upon approval of the Mathematics Department.**

Please note that this is an unusual time and make your arrangements to be present. Make-up final exams will not be allowed. The location of the final exam will be announced toward the end of the semester (Departmental policy).

* <u>NO MAKE-UP FINAL EXAM</u> WILL BE ALLOWED!!! *

GRADING

Attendance/Quizzes/Homework	15%
Exams (2 exams averaged together)	55%
Final Exam	30%
Total	100%

Grade: A = 90-100, B = 80-89, C = 70-79, D = 60-69, F = 59 or below

TECHNOLOGY REQUIREMENTS

Technology Requirements: Students need to check their e-mail regularly with the address that they have provided to the instructor for class announcements. Access to MyMathLab, a computer **with scanner**, and the internet will be needed for this online class and online homework assignments. **Some assignments must be scanned and sent. Please be aware you'll need access to a flatbed or similar scanner for this purpose.** To be successful of this class, accessing eCollege and MyMathLab and work on homework for at least 3-5 hours a week will be necessary to complete course materials.

The graphing calculator of TI 83/TI 84 or equivalent will be highly recommended. Calculators other than Texas Instruments calculators may be used but classroom instruction on calculators will be given for TI equipment only. **Note: Calculators that solve problems for students, including but not limited to TI-Nspire, TI 89 or higher, Casio Prizm, Casio Touch or higher are **<u>NOT</u>** allowed to be used for this class. ** Students are also required to clear the memory of graphing calculators before and after each exam.

Calculator Loan Program: The Mathematics Department has set up a calculator loan program to support students. Students can borrow a calculator for a semester with a fee ($10 to $15 for TI-83/84). It is first come, first served basis.

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement: It is important that students are actively engaged in class activities. Questions are welcome in the classroom. Students are welcome to schedule with instructors for extra help outside classroom during office hours**.**

Getting Help Outside of Office Hours: Utilizing the **multimedia library and online help from the MyMathLab** computer software program is suggested as a valuable resource for many students to improve their grades in Math classes. Also, the free tutoring on campus and from online is also highly recommended.

Student Health Services are located at Henderson Hall (Corner of Lee St. and Monroe St.). It offers health care to the student body of Texas A&M University – Commerce. It provides primary health care services including treatment of illness, injury, and women's health. **Tel:** (903) 886-5853.

University Police Department is located at Henderson Hall. For Emergency, please call: 911
For Non-Emergency, please call: 903.886.5868

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures

Academic Integrity: While majority of students are honest in doing their school work. However, due to recent cheating events, action must be taken to protect the academic integrity of classrooms**. There is a NO TOLERANCE policy for cheating and if a student is caught cheating, he/she will either get a zero for the test or fail this course.** Cheating in this course is defined as the following:
- Giving or receiving answers during an exam or quiz.
- Viewing the exam or quiz answers of nearby classmates.
- Having notes/practice work available during quizzes or tests.
- Possession or access to test items before the test is given.
- Deception in getting an excused absence to obtain the undeserved opportunity to make-up work.
- Use of cell phones or text messaging technology during exams or quizzes. **Students may NOT use the calculator on their cell phones or any other similar electronic devices (such as I-Pods, I-Touch, etc.). IF ONE OF THESE DEVICES IS AVAILABLE, IN ANY WAY, DURING AN EXAM OR QUIZ, THE STUDENT WILL BE GIVEN AN AUTOMATIC "0" ON THE ASSIGNMENT.**
- Improper citations in written works, or using another person's ideas and words as your own without giving proper credit.
- **Any** method, no matter how well rationalized or accepted, which improves a person's grade by any means other than study and skillful performances on exams and/or other assignments.

Students found guilty of an act of academic dishonesty in this course will be subject to receiving an "F" in this course.

Classroom Behavior: Appropriate classroom behavior is required to attend this class. All cell phones and electronic devices must be put on silent or turned off during class. NOTE: THIS INCLUDES BLUETOOTH AND OTHER DEVICES THAT ARE PLACED IN THE EAR. Phones and electronics are distractions for instructor and the other students in the class. All people will be treated with respect and talking that disrupt the

class is not allowed. If disruptions occur during class time, a student will be asked to leave class and will earn a zero on any applicable grades for that class period. Serial disrupters will be asked to withdraw from this class.

Early Intervention for First Year Students: Early intervention for freshmen is designed to communicate the University's interest in their success and a willingness to participate fully to help students accomplish their academic objectives. Grades for students in freshmen level classes will be reported to the Registrar's Office at the end of the fifth week of class during the fall and spring semesters. The Registrar's Office will report grades to students, Advising Services, Academic Departments (faculty advisors) and mentors. This procedure will allow students to be knowledgeable about their academic progress early in the semester. The university, through Advising Services, faculty advisors and mentors, will take steps to assist students who may be experiencing difficulty to focus on improvement and course completion. Grade reports will be mailed by the end of the sixth week of the semester. University Specific Procedures

ADA Statement, Students with Disabilities: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:
Office of Student Disability Resources and Services, Texas A&M University-Commerce, Gee Library- Room 132, Phone (903) 886-5150 or (903) 886-5835, Fax (903) 468-8148, StudentDisabilityServices@tamuc.edu

Student Conduct: * "All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." (Student's Guide Handbook, Policies and Procedures, Conduct.) Rude and/or disruptive behavior will not be tolerated. No electronic devices (except calculators) are allowed during class time. ***

COURSE OUTLINE

Tentative Schedule (Spring 2014) For Students

Week 1 (Jan. 13, 15, & 17):   **Syllabus Quiz, Intro of MyMathLab, & Review (Factoring, Rational Expressions, Inequalities, Basic Operations, Exponents, & Radicals)**

Week 2 (Jan. 20, 22 & 24):   **Martin Luther King Jr. Holiday (University Closed), 2.1, & 2.2**

Week 3 (Jan. 27, 29, & 31):   **2.3, 2.4, 2.5, & Lassi Survey**

Week 4 (Feb. 2, 5, & 7):   **2.6, 2.7, Chapter 8 (Sequences), & Ch. 2 Quiz**

Week 5 (Feb. 10, 12, & 14):   **Chapter 8 (Sequences), Ch. 8 Quiz, Review for Exam 1 & Exam 1**

Week 6 (Feb. 17, 19, & 21):   **Review solving quadratic equations, 3.1, & 3.2**

Week 7 (Feb. 24, 26, & 28):   **3.2, 3.3, 3.4**

Week 8 (March 3, 5, & 7):   **3.5, 3.6, & Class Activity**

(March 10 - 14)   ***** Spring Break Holiday (University Closed) *****

Week 9 (March 17, 19, & 21):   **Review Ch. 3, Ch. 3 Quiz, 4.1**

Week 10 (March 24, 26, & 28):   **4.2 & 4.3**

Week 11 (March 31, April 2 & 4):   **4.4 & 4.5**

Week 12 (April 7, 9, & 11):   **Ch. 4 Quiz, Review for Exam 2, Exam 2, & Class Activity**

Week 13 (April 14, 16, & 18):   **5.1, 5.2, 6.5, & Ch. 5 Quiz**

Week 14 (April 21, 23, & 25):   **6.1, 6.2, Ch. 6 Quiz, Review Ch. 5 & 6, & Lassi Survey**

Week 15 (April 28, 30, & May 2):   **Review for Final Exam**

Week 16 (May 5 Monday):   **FINAL EXAM, 3:30pm – 5:30pm NOTE SPECIAL TIME!!**

*** By Remaining Enrolled In This Course, All Students Agree To Abide By The Policies Of This Class, As Stated In The Syllabus ***

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