



Course Syllabus: Math 1314.01W – College Algebra – Online
Fall 2017 (August 28 – December 15, 2017)

Instructor: Adam Bowden
Office Hours: MW 2:55 – 4:15pm (Royse City HS/Online)
T 4:00pm – 5:30pm (TAMUC/Online)
F 10:36 – 11:23am (Commerce HS/Online)
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COURSE INFORMATION

Material Required: Students must purchase a copy of a **MyMathLab/MyLab & Mastering student access code (ISBN 978-0134757926)** from either of the campus bookstores or directly from Pearson at <http://www.coursecompass.com>. 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 (7th Edition)* by Robert F. Blitzer, ISBN #978-0134-75792-6, is the textbook for the course. *** **The MyMathLab access code includes access to the 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.

MyMathLab Course ID: **bowden58601**

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.
- 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:

Mission for College of Science and Engineering: Innovation and Discovery
Mission for the Department of Mathematics: Discovering the Keys to Success

- 1) **Students will be able to analyze, evaluate, or solve problems when given a set of circumstances, data, texts, or art.**
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 to interpret, test and demonstrate principles revealed in empirical data and/or observable facts.** 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

Since this class is online, certain considerations need to be made. Please read the following paragraphs carefully. You will have to be self-motivated in order to be successful in this class. You will also be required to learn on your own for much of the material unless you seek outside tutoring help. Furthermore, all exams must be taken on campus or at an approved testing location. Please take this and the following under consideration. If you feel such a setup would not be favorable to your success, please consider taking this class in a face-to-face format if possible. You may contact your instructor if you have any questions about this.

Instruction: Instruction will include videos to watch, online homework problems to complete, and some modeling projects throughout the course. All turned in work should be completed in pencil, please.

Attendance & Continual Enrollment: To be counted as having attended this class for each week, you will need to be actively using MyMathLab for instructional videos and working assignments online every week. You will communicate with your instructor through email, phone, and eCollege throughout the semester. Please respond to instructor's emails in a timely manner. **Attendance is a must to be able to do well in this class.** It is expected that students follow the guidelines set forth by the Class Attendance Policy in the current Undergraduate Catalogue.

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.

If students represent an athletic team for this university, departmental team, scholastic team, choir, or other group and must miss class, notify me in writing with the appropriate documentation within one week of the absence in order not to be counted absent. Arrangements for make-up work will be made at that time.

***** 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: Homework will be assigned every week. The homework is a must for success in this class. *****Students are required to complete homework using MyMathLab/MyLab software. *** Homework is due by the posted due dates on eCollege and in MyMathLab.** 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. **All late assignments will be subject to a 15% penalty.**

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 his/her office during office hours for some individual help.

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. **All late assignments will be subject to a 15% penalty.**

Class Activities/Projects: Application problems over functions, sequences, logarithmic or exponential functions related to course materials will be assigned during the semester. These will be on paper, and you will need to be able to upload a scan/picture of your work. **All late assignments will be subject to a 15% penalty.**

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 **Academic Testing Center (SS 308)** in Commerce, TX or at the **nearest approved testing** center, if you live far away from Commerce. **You will have 2 hours for each exam.**

You will be responsible for scheduling a time with me to test in the Academic Testing Center (ATC) in Ferguson (Social Sciences building room 308) or scheduling a time directly with the nearest approved testing center. The operating hours for ATC are Monday through Thursday 10 a.m. to 6 p.m., and Friday 10 a.m. to 3 p.m., walk-ins only.

When it is time for each of the two regular exams, I will tell you the “week” in which you must take the exam. You pick the day and time, email me (for the ATC) or call your approved testing center to set up your time, and then show up to take the test on paper at the testing center with your **photo id card**. Please make sure you note testing center closing times to be sure you have 2 hours for the exam.

The exception to this is the comprehensive final exam. This exam must be taken according to the schedule below.

Please make note of this at the beginning of the semester in order to schedule accordingly. If you are on campus, the time and day is listed below. If you are off campus, you will need to contact me a week beforehand to make arrangements.

A practice exam and answer key will be provided prior to the exam. Partial credit may 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*. We 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. **We can 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.

A Practice exam and answer key will be available prior to each exam.

Be sure to take advantage of this valuable resource!!

Testing Schedule (tentative and subject to change)

Test 1	Week 6 (Starting Oct 2)
Test 2	Week 12 (Starting Nov 6)
Final Exam	<u>On Campus Testing: Monday, Dec. 11, between 3:30 and 5:30 p.m. (location TBA)</u> <u>Off Campus Testing: Approved a week before finals week.</u>

* 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, Dec. 11, between 3:30 and 5:30 p.m. on campus.** Off campus testing must be approved a week beforehand.

Please note that this is an unusual time and make your arrangements to be present. Make-up final exams will not be allowed without approval of the department. The location of the final exam will be announced toward the end of the semester.

GRADING

Grading Policy:

Daily Grade (Attendance, eCollege Activities, and Projects)	5 %
Review Assignment (MyMathLab Review Test with multiple attempts)	5 %
MyMathLab Quizzes (with multiple attempts)	5 %
Homework	10 %
Exams	50 %
Final Exam	25 %
Total	100 %

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

TECHNOLOGY REQUIREMENTS

Technology Requirements: 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 **NOT** allowed to be used for this class. **** Students are also required to clear the memory of graphing calculators before and after each exam.**

Students need to check their Texas A&M Commerce email regularly. Group emails that are sent out of eCollege are delivered to your A&M Commerce email address. Access to MyMathLab, a computer, and the internet will be needed for online homework assignments.

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

Academic Integrity: In order to insure fairness and high academic standards, any actions which violate the principles of academic integrity through dishonesty or cheating are given serious consideration. In order understand what constitutes a violation of academic integrity and the consequences of such behavior, the university's policies may be reviewed at: <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>.

In particular, awareness of the following definitions is essential in order to know what represents academic dishonesty (pages 6 – 7):

- **“Cheating:** Intentionally using or attempting to use unauthorized materials, information, notes, study aids or other devices or materials in any academic exercise. Unauthorized materials may include anything or anyone that gives a student assistance, and has not been specifically approved in advance by the instructor.”
- **“Complicity:** Intentionally or knowingly helping, or attempting to help, another to commit an act of academic dishonesty.”
- **“Plagiarism:** The appropriation of another person's ideas, processes, results, or words without giving appropriate credit.”

Any form of academic dishonesty which is observed will be noted. The student will be informed of why their behavior falls under this category and cannot be allowed. The event will then be reported under the guidance of university procedure. The university's policies regarding these matters are outlined at the link above. Depending on the severity of the circumstances, disciplinary action may be taken.

Please be aware that while your instructor does not suspect every student of attempting to engage in dishonest behavior or cheating, certain measures may be taken during the semester to encourage integrity, honesty, and learning. Some of these measures may include asking for calculators to be cleared and for all electronic devices (except for those approved) to be put away.

Classroom Behavior: Appropriate behavior is required for this class. This includes displaying online etiquette towards others.

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.

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:

Student Disability Resources & Services
Gee Library, Room 162
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. Cell phones, smart watches, and other electronic devices are to be put away during class time and exams. *** The use of vapor/e-cigarettes, smokeless tobacco, snuff and chewing tobacco are prohibited inside classrooms and university buildings.**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

This statement presents the University’s commitment to a safe, accepting environment for all students regardless of sexual orientation, gender identification, or gender expression: A&M-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

COURSE OUTLINE

1314 Online Tentative Schedule (Fall 2017) For Students

Week	Dates	Topics
1	Aug. 28 – Sept. 1	<p style="text-align: center;">Getting Started, Syllabus, Intro to MyMathLab and Review</p> <ul style="list-style-type: none"> • Syllabus and syllabus quiz • Contact instructor to acknowledge syllabus and testing accommodations • MyMathLab sign up and orientation • Work review assignments in MyMathLab (review homework)
2	Sept. 4 – Sept. 8	<p style="text-align: center;">2.1 and 2.2</p> <ul style="list-style-type: none"> • Assignments in MyMathLab covering sections 2.1 and 2.2 • Work MyMathLab review test
3	Sept. 11 – Sept. 15	<p style="text-align: center;">2.3 and 2.4</p> <ul style="list-style-type: none"> • Assignments in MyMathLab covering sections 2.3 and 2.4
4	Sept. 18 – Sept. 22	<p style="text-align: center;">2.5, 2.6, and 2.7</p> <ul style="list-style-type: none"> • Assignments in MyMathLab covering sections 2.5, 2.6, and 2.7
5	Sept. 25 – Sept. 29	<p style="text-align: center;">Chapter 8 Sequences, Chapters 2 and 8 Quizzes, and Exam 1 Review</p> <ul style="list-style-type: none"> • Assignments in MyMathLab for Chapter 8 • Quizzes for both chapters 2 and 8 in MyMathLab • Review provided for Exam 1 • Schedule with your teacher (for the ATC on campus) or your approved testing location.
6	Oct. 2 – Oct. 6	<p style="text-align: center;">Exam 1, Review solving quadratic equations, Review Test Due</p> <ul style="list-style-type: none"> • Take exam at testing location (recall testing requirements above) • Assignments in MyMathLab for quadratic equations • Review test in MyMathLab due.
7	Oct. 9 – Oct. 13	<p style="text-align: center;">3.1, 3.2, and Project</p> <ul style="list-style-type: none"> • Assignments in MyMathLab covering sections 3.1 and 3.2 • Paper project assignment (turn in via dropbox on eCollege)
8	Oct. 16 – Oct. 20	<p style="text-align: center;">3.3 and 3.4</p> <ul style="list-style-type: none"> • Assignments in MyMathLab covering sections 3.3 and 3.4
9	Oct. 23 – Oct. 27	<p style="text-align: center;">3.5, 3.6, and Chapter 3 Quiz</p> <ul style="list-style-type: none"> • Assignments in MyMathLab covering sections 3.5 and 3.6 • Quiz for chapter 3 in MyMathLab
10	Oct. 30 – Nov. 3	<p style="text-align: center;">4.1, 4.2, and 4.3 Part 1</p> <ul style="list-style-type: none"> • Assignments in MyMathLab covering sections 4.1, 4.2, and 4.3 Part 1
11	Nov. 6 – Nov. 10	<p style="text-align: center;">4.3 Part 2, 4.4, Chapter 4 Quiz and Review for Exam 2</p> <ul style="list-style-type: none"> • Assignments in MyMathLab covering sections 4.3 Part 2 and 4.4 • Quiz for chapter 4 in MyMathLab • Review provided for Exam 2 • Schedule with your teacher (for the ATC on campus) or your approved testing location.
12	Nov. 13 – Nov. 17	<p style="text-align: center;">Exam 2, 4.5, Project, and 5.1</p> <ul style="list-style-type: none"> • Take exam at testing location (recall testing requirements above) • Assignments in MyMathLab covering sections 4.5 and 5.1 • Paper project assignment (turn in via dropbox on eCollege)
13	Nov. 20 – Nov. 24	<p style="text-align: center;">5.2, 6.5, and Thanksgiving Holiday</p> <ul style="list-style-type: none"> • Assignments in MyMathLab covering sections 5.2 and 6.5
14	Nov. 27 – Dec. 1	<p style="text-align: center;">6.1, 6.2, and Chapters 5 and 6 Quizzes</p> <ul style="list-style-type: none"> • Assignments in MyMathLab covering sections 6.1 and 6.2 • Quizzes for both chapters 5 and 6 in MyMathLab
15	Dec. 4 – Dec. 8	<p style="text-align: center;">Review for Final Exam</p> <ul style="list-style-type: none"> • Review will be made available for the final exam.
16	Dec.11	<p style="text-align: center;">FINAL EXAM, NOTE SPECIAL TIMES!!</p> <ul style="list-style-type: none"> • On Campus: Monday, Dec, 11, 3:30pm – 5:30pm, location TBA • Off Campus: Approved time and date (must schedule a week beforehand)

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