Course Syllabus: Math 1314.01W – College Algebra Spring 2019 (Jan. 14 – May 10) Internet Course

Instructor: Dr. Shari Beck
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COURSE INFORMATION

Material Required: A subscription of a minimum of 6 months of MathXL for College Algebra, 7th Edition by Robert F. Blitzer, **is required.** MathXL is an online homework system and subscription can be purchased at http://www.mathxl.com. **The printed text book is optional.** In addition, 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. Please start your online homework the first day of the course to prevent a loss in points for your grades.**

Printed Textbook (Optional): College Algebra (7th Edition) is the textbook of the course (The book only ISBN is 9780134469164 and is optional and can be accessed in math skills center, in bin 328). Portions of Chapters 1-8 in the textbook will be discussed.

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:
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

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

Attendance & Continual Enrollment: To be counted as having attended this class for each week, you will need to be actively using MathXL for instructional videos and working assignments online every week. You will communicate with your instructor through email, phone, and D2L throughout the semester. Please respond to instructor's emails in a Mission for College of Science and Engineering: Innovation and Discovery Mission for the Department of Mathematics: Discovering the Keys to Success 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, and tutoring on campus. **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 class period. The homework is a must for success in this class. *****Students are required to complete homework using MathXL software.*** Homework is due by the posted dates in D2L and in MathXL.** 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 MathXL, 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. No make-up quizzes will be given. Due dates will be listed in D2L and MathXL.

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 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 departmental 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 from Commerce. **You will have 2 hours for each exam**. Partial credit may be given on exams IF all work is neatly shown for determination of the student's mistakes.

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 (you must send information to me for approval during the first week of class). The operating hours for the ATC are Monday through Thursday 10 a.m. to 6 p.m. and Friday 10 a.m. to 3 p.m.

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 Mission for College of Science and Engineering: Innovation and Discovery Mission for the Department of Mathematics: Discovering the Keys to Success 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 comprehensive departmental final exam must be taken according to the exact date given below. A practice exam and answer key will be provided prior 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.

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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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These test dates are tentative and are subject to change:
Test 1	**Week 6 (Week Starting February 18)**
Test 2	**Week 12 (Week Starting April 8)**
Final Exam	**Monday, May 6, 3:30-5:30 p.m.**

* 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.)

<u>**Final Exam**</u>: The final exam will be a departmental, comprehensive exam. All students will take the exam at the same time on **Monday, May 6, between 3:30 and 5:30 p.m.**

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.

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GRADING

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<u>**Grading Policy**</u>:

Daily Grade (Attendance, Homework and Projects)	15%
Chapter Quizzes and Test Reviews	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

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TECHNOLOGY REQUIREMENTS

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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 **<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.

Students need to check their e-mail regularly with the address that they have provided to the instructor for class announcements. Access to MathXL, a computer, and the internet will be needed for online homework assignments.

<u>Calculator Loan Program</u>: 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.

LMS: All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:
https://community.brightspace.com/s/article/Brightspace-Platform-Requirements
LMS Browser Support:
https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm
YouSeeU Virtual Classroom Requirements:
https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements

<u>Access and Navigation:</u> You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note**:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

<u>Communication and Support:</u> If you have any questions or are having difficulties with the course material, please contact your Instructor.
Technical Support: If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:
https://community.brightspace.com/support/s/contactsupport

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COMMUNICATION AND SUPPORT

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<u>Interaction with Instructor Statement:</u> It is important that students are actively engaged in all assignments. Questions are welcome by emailing the instructor. Students are welcome to schedule with instructors for extra help during office hours.

<u>Getting Help Outside of Office Hours</u>: Utilizing the **multimedia library and online help from the MathXL online homework system** 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.

<u>Student Health Services</u> 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.

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

<h1 style="text-align:center">COURSE AND UNIVERSITY PROCEDURES/POLICIES</h1>

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 to 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 a 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."

Furthermore, 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 (**such as iPods, iWatch, etc.). IF ONE OF THESE DEVICES IS AVAILABLE, <u>IN ANY WAY</u>, DURING AN EXAM OR QUIZ, THE STUDENT WILL NOT BE ALLOWED TO PROCEED WITH THE EXAM OR QUIZ AND MAY BE SUBJECT TO PENALTIES ON THEIR GRADE.**
- Improper citations in written works, or using another person's ideas and words as students 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.

While majority of students are honest in doing their school work, 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, the event is subject to reporting and placement on the student's academic record. No grade will be received for any assignments for which cheating occur.**

In summary, students found guilty of an act of academic dishonesty in this course will be subject to the disciplinary actions listed in the university policies. This includes several possible penalties depending on the severity and number of the incidents, which will be taken into account when specifying disciplinary actions.

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.

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

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. 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.

The Code of Student Conduct is described in detail in the Student Guidebook.
http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx
Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: https://www.britannica.com/topic/netiquette

TAMUC Attendance: For more information about the attendance policy please visit the **Attendance** webpage and **Procedure 13.99.99.R0.01**.

http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf

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 students have a disability requiring an accommodation, please contact: Office of Student Disability Resources and Services, Texas A&M University-Commerce, Gee Library- Room 162, Phone (903) 886-5150 or (903) 886-5835, Fax (903) 468-8148, email: StudentDisabilityServices@tamuc.edu. Website:
http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

Nondiscrimination Notice: 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.

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.

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COURSE OUTLINE
1314 Internet Tentative Schedule (Spring 2019) For Students

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Week 1 (Jan. 14 - 18) Syllabus, Intro of MyMathLab
Week 2 (Jan. 21 - 25) MLK Holiday, 2.1 and 2.2
Week 3 (Jan. 28 - Feb. 1) 2.3 and 2.4
Week 4 (Feb. 4 - 8) 2.5, 2.6, & 2.7
Week 5 (Feb. 11 - 15) Ch. 2 Quiz, Ch. 8 Sequences, Ch. 8 Quiz, Review Exam 1
Week 6 (Feb. 18 - 22) Exam 1 this week, Review solving quadratic equations
Week 7 (Feb. 25 - Mar. 1) 3.1 and 3.2, Activity #1

Week 8 (Mar. 4 - 8) 3.3 and 3.4
Week 9 (Mar. 11 – 15) 3.5 and 3.6, Ch. 3 Quiz
(March 18 - 22) *** Spring Break Holiday***
Week 10 (Mar. 25 – 29) 4.1 & 4.2
Week 11 (Apr. 1 - 5) 4.3 & 4.4, Ch. 4 Quiz, Review for Exam 2
Week 12 (Apr. 8 - 12) Exam 2 this week, 4.5
Week 13 (Apr. 15 - 19) Activity #2, 5.1 and 5.2
Week 14 (Apr. 22 - 26) Ch. 5 Quiz, 6.5, 6.1 and 6.2
Week 15 (Apr. 29 – May 3) Ch. 6 Quiz, Review for Final Exam
Week 16 (May 6, Monday) FINAL EXAM, 3:30pm – 5:30pm
NOTE SPECIAL TIME!!

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

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