

Grayson College Mathematics Department

Spring 2017 Faculty Instructor's Syllabus

Professor's Name: Joleen Yeager

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Office Hours: MW 10:30AM – 12:00PM
MW 3:00AM – 4:00PM
Or by appointment

The easiest way to contact your instructor will be through the Inbox link in Canvas. You should receive a reply within 24 hours. Please resend your message should you not receive a reply within that timeframe. If you choose to contact me through yeagerj@grayson.edu, please tell me your name and the class you are enrolled in the subject line of your email message.

Course Title: College Algebra

Course Number: MATH - 1314

Section Number: A62

Classroom: SB-111

Class Meeting Times: TR 8:00AM – 9:50AM

Course Description:

In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included. Students apply their instruction in a lab environment.

Textbook and Required Material:

College Algebra, Miller and Gerken, 2nd Edition, McGraw-Hill Education Publishing, 2016

ISBN-13: 9781260018493 (This includes the textbook and the online access code.)

ISBN-13: 9781260018134 (This includes the standalone online access code, complete with an e-version of the textbook.)

The ACCESS CODE is REQUIRED, whether as a standalone option or bundled with the textbook.

Prerequisite(s): This course is designed for students who have successfully completed Math 0340, MATH 0330, or whose TSI score has placed them in Math 1314.

Corequisite(s): NONE

Credit Hours: 3

Lecture Hours: 3

Lab Hours: 1

Methods of Instruction: Lecture/examples of problems, homework Q&A, videos (when applicable), online materials.

Suggested Course Materials:

You must have a scientific calculator for this course. Graphing calculators are **NOT** allowed. I recommend the TI-30X IIS. You will **NOT** be allowed to use your cell phone or any other electronic device that can be used for any purpose other than as a calculator.

Student Learning Outcomes: (*Upon completion of this course, students should be able to do the following.*)

1. Demonstrate and apply knowledge of properties of functions, including domain and range, operations, compositions, and inverses.
 2. Recognize and apply polynomial, rational, radical, exponential and logarithmic functions and solve related equations.
 3. Apply graphing techniques.
 4. Evaluate all roots of higher degree polynomial and rational functions.
 5. Recognize, solve and apply systems of linear equations using matrices.
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Method of Evaluation: (Grade will be determined by averaging the individual components using the scale shown below.)

ALEKS Component	5%
Quizzes (Online Connect Math Assignments)	10%
Lab Grade	10%
Exams	75%

Grading Scale: A = 89.5 – 100 B = 79.5 – 89.4 C = 69.5 – 79.4 D = 59.5 – 69.4 F = 0 – 59.4

Grading Rubric for Math Problems:

The following table illustrates the way in which points will be deducted for errors made on assignments and exams.

Percentage of total point value to be deducted	Description of error(s)
0% - 30%	Minor Error <ul style="list-style-type: none"> • Correct mathematical notation was not used. • The sequence of steps was not written in a logical and organized manner. • Variables were not identified. • Units were not designated. • The method of solution is correct, but there is a sign, arithmetic, copying, or similar minor error in the work. • Correct grammar was not used when a verbal response was required.
30% - 70%	Significant Error <ul style="list-style-type: none"> • The method could have worked; a correct start was made, but a substantial error or errors led to the wrong conclusion. • Poor notation, organization, or handwriting made it difficult to follow and understand for the reader. • A correct method was started, but not completed.
70% - 100%	Major Error <ul style="list-style-type: none"> • Instructions were not followed. • Method of solution was incorrect. • Problem was left blank.

ALEKS Diagnostic:

All students taking MATH 1314 are required to complete the ALEKS online math diagnostic assessment. The ALEKS component will be made up of two ALEKS checks.

Students scoring below 70% on the ALEKS assessment will have three (3) weeks to reach 70% on the review material in ALEKS in the learning mode. Students must reach 70% either through the assessment or the learning mode before **Sunday, February 5th at 11:59PM** for ALEKS Check #1. The grade for this assignment will be calculated as follows.

65% - 69% = 95	60% - 64% = 85	55% - 59% = 75	50% - 54% = 65	45% - 49% = 55
40% - 44% = 45	35% - 39% = 35	30% - 34% = 25	25% - 29% = 15	below 25% = 0

Students scoring below 100% on the ALEKS assessment will have six (6) weeks to reach 100% on the review material in ALEKS in the learning mode. Students must reach 100% either through the assessment or the learning mode before **Sunday, February 26th at 11:59PM** for ALEKS Check #2. The grade for this assignment will be your final percentage score. For example, a score of 88% at end of 2/26 will earn an 88% for ALEKS Check #2.

Homework Policy:

Homework is an essential part of this course. Math is a cumulative subject that requires frequent practice in order to develop your skills. If one topic is confusing, then the next topic is likely to be more confusing. The general rule of thumb is to spend two hours studying for every hour spent in class. This translates to six hours per week. Your proficiency with math and your success in this class will depend on active practice.

Textbook homework problems are also posted in Canvas for additional practice, but are not required to turn in for a grade.

Project Description and Policy:

There are no projects in this class.

Lab Policy:

This course requires the completion of **fifteen (15)** laboratory assignments designed to enhance your understanding of the material presented in class. You have two options for completing these lab assignments.

Option 1: Labs may be completed in the Math Hub on the Denison or Van Alstyne campus. When completing lab assignments in the Math Hub, you will **NOT**, under any circumstances, receive credit for more than two labs during any one week. You must spend 50 consecutive minutes in the Math Hub working on math assignments to earn a lab credit. **(These lab assignments are not graded – you earn full credit for completing each assignment. Lab personnel must initial each completed lab on your lab card.)**

Option 2: Lab assignments may be completed online via the Connect Math online lab assignments. If you wish to complete lab assignments online, you must register on the Connect Math web page using the registration code that should have been packaged with your textbook. You will earn one lab credit for each homework assignment you complete with a grade of 80% or better. **Please be aware that technical problems do sometimes occur. If Connect Math's website is unavailable, this does not excuse you from completing the assignment by the deadline.** Neither your instructor nor Grayson College may be held responsible for technical difficulties you may experience during the course. Complete your assignments in a timely manner to avoid last minute complications. The last day to register on the Connect Math site is March 6th, and the last day to complete an assignment is **May 7th** at 11:59PM.

You will have three Lab Checks throughout the semester in order to help you in completing the lab assignments in a timely manner.

- Lab Check 1 – Students must have completed at least 5 lab credits by the end of Week 5.
- Lab Check 2 – Students must have completed at least 10 lab credits by the end of Week 10. Any previous labs will count towards this total.
- Lab Check 3 – Students must have completed at least 15 lab credits by the end of Week 15. Any previous labs will count towards this total.

Quiz Policy:

All online quizzes must be completed using Connect Math, an interactive online teaching and learning tool. Approximately eight (8) Connect Math quizzes will be given throughout the semester as chapter check-ups. There will be no make-ups for missed quizzes. Any missed assignments will receive a grade of zero. The lowest score will be dropped.

Exam Policy:

Exams 1 – 3 will be given in the classroom during normal lecture hours – observe the weekly schedule on the last page of this syllabus. The final exam grade will count twice and replace the lowest exam grade if it is higher.

You will **NOT** be allowed to use graphing calculators on exams. You will also **NOT** be allowed to use your cell phone or any other electronic device that can be used for any purpose other than as a calculator on a test.

Make-up Policy:

A student may request a make-up exam to be administered in the campus Testing Center in the case of an **EXTREME EMERGENCY**. The instructor decides what constitutes an **EXTREME EMERGENCY**. Make-up exams must be completed before the next class meeting.

If you are absent the day of an exam, the missing grade will be the “lowest” exam grade, 0, and will be replaced by the Final Exam grade. If you are absent a 2nd day of an exam, you will receive a 0 for that exam grade, and any subsequent missed exam.

Notice to the instructor must be given as soon as possible in order to take an exam early, and there must be an extenuating circumstance that would require an early exam request.

Attendance Policy:

Regular class attendance is expected of all students. If a student is unable to attend, it is his/her responsibility to contact the instructor to obtain any assignments.

Academic success is closely associated with regular class attendance and course participation. All successful students, whether on campus or online, are expected to be highly self-motivated. All students are required to participate in courses regularly and are obliged to participate in class activities and complete and submit assignments following their professors' instructions. Students taking courses during compressed semester time frames such as minimester, summer sessions, and mid-semester should plan to spend significantly more time per week on the course. Responsibility for work missed because of illness or school business is placed upon the student.

The college considers absences equal to or greater than 15% of the course's requirements to be excessive.

Resource Material:

Any student enrolled in this class has access to the Math Hub located in the Success Center, room SC-114, and can be reached at (903) 463 – 8663. The lab is staffed with faculty and tutors; in addition, it offers free tutorial help, calculators, and a computer area to watch math videos or work on your online math homework. For more information on the Math Hub (including an orientation video, a video showing how to get to the Math Hub on the Denison campus and hours of operation) go to the following web site: tinyurl.com/tutoring-mathhub

Disabilities Services:

The College is committed to meeting the special needs of disabled students and coordinates with agencies such as Texas Department of Assistive and Rehabilitative Services and Texas Department of Human Resources to provide appropriate accommodations.

Students with documented disabilities should contact the Disabilities Services Coordinator in the Success Center preferably before classes start or as early in the semester as possible. Once appropriate documentation for the disability is received, the Disability Services Coordinator will coordinate delivery of approved accommodations with students and their instructors. The College makes the following services available to students with documented disabilities: tutoring, note taking, sign language interpreting, special testing conditions, taped textbooks, scribes, special/modified equipment, and other appropriate services.

Drop/Withdrawal Regulation:

Under section 51.907 of the Texas Education Code, "an institution of higher education may not permit a student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education." Please consult your instructor before you drop a course, and check the current Grayson Registration Guide for the last official day to drop/withdraw from a course.

Drop/Withdrawal Procedure:

To drop this course, you will need to do the following:

1. Attain a Drop/Add form from your instructor or the Admission's Office.
2. Turn in the completed Drop/Add form to the Admission's Office on or prior to the drop date.
3. Make sure your course withdrawal satisfies the college withdrawal policy.
4. You may receive an F if you do not finish this class and do not drop prior to the drop deadline.

Religious Holy Days:

Grayson College will allow students who are absent from class for the observance of a religious holiday to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. The form for requesting absence for holy days may be obtained from the Vice President for Student Services. "Religious holy day" denotes a holy day observed by a religion whose places of worship are exempt from property taxation under section 11:20, Tax Code. A student who is excused under this section may not be penalized for the absence, but the instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination.

Evaluation of Instruction:

Grayson College seeks to improve the learning experience of all students. To assist in evaluating courses, students will be requested to complete an online evaluation-of-instruction near the end of the semester.

Student Code of Conduct

Students are expected and required to maintain classroom decorum that includes respect for other students and the instructor. Any student not following this rule will be warned in private and if there is no change in the behavior, the student will be asked to leave the class.

Students are expected to have prompt and regular attendance, and an attitude that seeks to take full advantage of the educational opportunity.

Any behavior that disrupts the learning environment will not be tolerated. Disruptive behavior includes but is not limited to talking while another student or the professor is speaking. Cell phones should be turned off during class, this includes texting. If you truly have an emergency situation, put the phone in silent or vibrate mode and leave the room to answer if you must.

GC Title IX Policy

GC policy prohibits discrimination on the basis of age, ancestry, color, disability, gender identity, genetic information, nation origin, race, religion, retaliation, serious medical condition, sex, sexual orientation, spousal affiliation and protected veterans status.

Furthermore, Title IX prohibits sex discrimination to include sexual misconduct: sexual violence (sexual assault, rape), sexual harassment and retaliation.

For more information on Title IX, please contact:

- ❖ Dr. Regina Organ, Title IX Coordinator (903) 463-8714
- ❖ Dr. Dava Washburn, Title IX Coordinator (903) 463-8634
- ❖ Dr. Kim Williams, Title IX Deputy Coordinator – South Campus (903) 415-2506
- ❖ Mr. Mike McBrayer, Title IX Deputy Coordinator (903) 463-8753
- ❖ Website: <http://www.grayson.edu/campus-life/campus-police/title-ix-policies.html>
- ❖ GC Policy Department: (903) 463-8777 – Main Campus (903) 415-2501 – South Campus
- ❖ GC Counseling Center: (903) 463-8730
- ❖ For Any On-campus Emergencies: 911

GC ALERT & EMERGENCY MANAGEMENT

Current students of Grayson College, Faculty, Staff, and the general public can register to receive voice and email messages via GC Alert, the college's emergency notification system. This web-based service sends high-priority messages during urgent situations. Manage your contact profile to the service through GC Alert. You can update your contact information for receiving alerts, and you can add, delete, or update your devices. For more information, please visit the website at <http://grayson.edu/campus-life/campus-police/emergency-management.html>

IMPORTANT DATES

January 17	Classes begin
January 17 – 20	Schedule Changes
March 13 – 17	SPRING BREAK (NO CLASSES)
March 24	Professional Development Day (NO CLASSES)
April 18	Last day to drop a class
May 8 – 11	Final Exams

The final exam for this class will be on **Thursday, May 11** at 8:00AM – 9:50AM.

Grayson County College is not responsible for illness/injury that occurs during the normal course of classroom/lab/clinical experiences.

These descriptions and timelines are subject to change at the discretion of the Professor.

Grayson College campus-wide student policies may be found on our **Current Student Page** on our website:

<http://grayson.edu/current-students/index.html>

Course Calendar for MATH – 1314.A60 (Subject to Change)

Week 1 01/17 – 01/20	Introduction ALEKS Diagnostic Assessment	Section 2.1
Week 2 01/23 – 01/27	Section 2.3	Section 2.6
Week 3 01/30 – 02/03	Section 2.7	Section 2.8 ALEKS Check #1 (due 02/05 by 11:59PM) Quiz #2 (due 02/05 by 11:59PM)
Week 4 02/06 – 02/10	Section 1.4	Section 1.5 Quiz #3 (due 02/12 by 11:59PM)
Week 5 02/13 – 02/17	Section 1.6	Review for Exam 1 Lab Check #1 (due 02/19 by 11:59PM) Quiz #1 (due 02/19 by 11:59PM)
Week 6 02/20 – 02/24	Exam 1	Section 3.1 ALEKS Check #2 (due 02/26 by 11:59PM)
Week 7 02/27 – 03/03	Section 3.2	Section 3.3
Week 8 03/06 – 03/10	Section 3.4	Section 3.5 Quiz #4 (due 03/19 by 11:59PM)
Week 9 03/20 – 03/24	Section 4.1	Section 4.2 Quiz #5 (due 03/26 by 11:59PM)
Week 10 03/27 – 03/31	Review for Exam 2	Exam 2 Lab Check #2 (due 04/02 by 11:59PM)
Week 11 04/03 – 04/07	Section 4.3	Section 4.4 Quiz #6 (due 04/09 by 11:59PM)
Week 12 04/10 – 04/14	Section 4.5	Section 4.6
Week 13 04/17 – 04/21	Section 5.1	Section 6.5 Quiz #7 (due 04/23 by 11:59PM)
Week 14 04/24 – 04/28	Section 5.4	Review for Exam 3 Quiz #8 (due 04/30 by 11:59PM)
Week 15 05/01 – 05/05	Exam 3	Review for Final Exam Lab Check #3 (due 05/07 by 11:59PM)
Week 16 05/08 – 05/12	Comprehensive Final Exam, May 11, 2016 at 8:00AM-9:50AM	