

Email me to meet on Friday or Saturday and use the link to join the virtual office hours. [Join the Virtual Office Hours](#)

CALC84

1. **Textbook:** College Algebra, by Beecher, Penna, Bittinger, fifth edition, published by Pearson.
Textbook Purchasing Statement: E-Book is contained within MyLab Math in Brightspace/D2L.
2. An access code for MyMathLab is required to access the e-text and course assignments. *The cost of the access code is included in tuition for this course. You will go to D2L to access MyMathLab.*
DO NOT OPT OUT OF THE COURSE MATERIALS OR YOU WILL LOSE ACCESS TO MYMATHLAB!

3. **Required Technology:** A TI-84 Plus graphing calculator is required for this course. A TI-89 or higher or a TI-Nspire are **not permitted**. Internet capability and a computer is required to gain access to course materials and online assignments via MyMathLab software. Computers and internet access are available on campus during specified times. Some devices like iPads/tablets, Chromebooks, and cellphones present problems with gaining access to online MyLab Math assignments. Due to this, do not use these devices when taking an online quiz. Note: MyLab Math generally does not like Safari. Download Chrome or Firefox if you have an Apple computer.

For Math 1314 in class quizzes and exams, a COM issued TI 84 Plus calculator will be provided and required. It is recommended you purchase your own TI-84 Plus calculator to use during lectures and on homework to assist with learning the appropriate keystrokes. HOWEVER, you can download an app called Calculate84 on your smartphone to use at home which has almost all the features of the TI 84 Plus CE calculator.



Recommended Materials:

- A small 3 ring binder (to keep class notes in)
- Spiral bound notebook (to do your homework in) OR notebook paper and a bradded folder
- Pens and Pencils (You MUST complete your exam with a pencil or ERASEABLE pen)
- index cards
- highlighters

Points may be deducted for use of a non-erasable pen.

Course Description: College Algebra is an in-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices.

Course requirements:

- **Homework:** Online MyMathLab homework assignments will be given each week for every section covered in the course. Homework assignments will count as 10% of your final grade.
There may be additional homework assignments assigned during class throughout the semester.
- **Quizzes:** Four online MyMathLab quizzes will be given. Cumulatively, the quizzes will count as 15% of your final grade.
There may be in class quizzes given at any time.
- **Unit Exams:** Three exams will be given. A paper review and videos going over the review will be provided. To be successful on the exams, it is crucial for you to complete the exam reviews and have a strong understanding of the material. Questions on the exam can come from reviews, homework problems, or quiz problems. The exams count as 60% of your grade.
We will review for the exam in class IF time permits.
- **Final Exam:** The final exam is comprehensive. The final exam will count as 15% of your grade and will replace your lowest exam grade if it is higher AND your participation grade is above a 80%.

Determination of Course Grade/Detailed Grading Formula:

Your overall average/grade will be located in you MML Course. We will NOT be using the D2L gradebook to keep up with your overall average.

Grading Formula:

The course average will be determined using the following formula:

$$\text{Final Average} = .60(\text{Exam Average}) + .15(\text{Final Exam}) + .10(\text{Homework}) + .15(\text{Quizzes})$$

Grading Scale:

The course grade will be determined using the following scale:

Grade A: Final Average [89.5, 100]

Grade B: Final Average [79.5, 89.5)

Grade C: Final Average [69.5, 79.5)

Grade D: Final Average [59.5, 69.5)

Grade F: Final Average [0, 59).

Classroom Policies:

Class Expectations

1) Arrive Early and Prepared

- Bring all **necessary materials**: writing utensils, notebook paper, daily handout, and an approved calculator.
- Put away all **electronic devices**, including cell phones and earbuds, in your backpack, placed under your desk.
- Keep your **desk clear**, with only essential items: writing tools, calculator, and handouts.

Be ready to start by the time class begins.

2) Engage Actively

- **Focus fully** on the lecture; keep all electronic devices out of sight.

If you want to take notes on your tablet, please see me before or after class for permission.

- Take detailed notes.
- **Actively respond** to questions addressed to you or the class.
- **Participate** in assigned independent or group activities.

3) Stay for the Duration

- **Remain in class** for the entire session whenever possible.
- If you miss a session, take responsibility to review recorded lectures or materials on D2L. Copying notes alone may not suffice.

Remember, arriving late, leaving early, being on your cell phone during class can disrupt the learning environment for both you and your classmates, as well as the instructor. These behaviors can cause you to lose participation points.

Participation Grade Information

Participation Grading Criteria

Your participation grade is an important part of your overall grade and is based on several factors:

Attendance, Preparedness, Note-taking, Class Participation, Cell Phone Usage

Points Deduction

You will lose participation points for behavior that goes against the classroom expectations: Arriving more than 10 minutes late, leaving more than 10 minutes early, not printing the lecture notes, being on your cell phone during class time, not taking notes, not working on problems assigned during class, being disrespectful to your peers or the instructor, etc.

Note: each class session counts as 1 participation point. ***Each "offense" will result in losing half a participation point for the class session.***

Participation Grade Formula = $\frac{\text{total participation points}}{\text{total class days}} * 100$

Attendance Policy

- To do well in this course, it's important to attend all classes regularly, arrive on time, and stay in class the entire time class is in session. Attending all classes will help you stay on track with the material, understand the concepts thoroughly, and perform well on assessments and assignments. Your active participation in class discussions and activities will also contribute to your overall learning experience and success in the course. Arriving late, leaving early, and leaving class frequently disrupts the learning environment, impacts your success in the course, and will affect your participation grade.
- For in class courses, when students miss 5 or more classes, the faculty member can initiate an instructor drop and, subsequently, the student will receive a **W** for the course. ***There are no excused absences.***

Late work, Make-Up Policy, Extra Credit Policy:

Late Work

Each homework and quiz have a set due date. You can complete homework and quizzes after the due date until 11:59 PM on the day of the exam. Each homework question worked after the due date will receive a 10% late penalty. The late penalty applies only to questions worked after the due date and not the entire assignment.

Homework and quizzes will close on the day of the exam at 11:59 PM and will not be re-opened.

Make-Up Exams

Students are allowed **one make-up exam** during the semester, and only in cases of **extenuating circumstances**. To be eligible for a make-up exam, you must **email me before the scheduled exam begins**. Make-up requests sent after the exam has started will not be considered. If approved, you will have **one week from the original exam date** to complete the make-up. It is your responsibility to **schedule the exam with the Testing Center** within that timeframe. Failure to follow these steps may result in a zero for the missed exam. [Schedule a Make-Up Exam](#)

Extra Credit Policy

There is NO extra credit for this course.

Exam Policies:

Testing Policy

1. Use the restroom before you start the exam.
2. Cell phones need to be turned OFF. An exam will not be given to you until you show me your cell phone is turned off.
3. ALL electronic devices need to be turned OFF and placed in your backpack or purse.
4. Your backpack/purse needs to be put on the ground next to your feet/chair.

If I see you on your cell phone or with a “cheat sheet” during the test, you will receive a zero for the exam and will be referred to the Dean of Students. **If you leave the classroom at any time during an exam, the exam must be submitted for grading.** If you are not feeling well, let me know in advance of distributing the exam and the exam will be given one page at a time. Therefore, it is strongly advised that students take care of all personal business prior to entering the classroom to take an exam.

Submitting Exam Scratch Work for Online Exams

You will be **REQUIRED** to submit your work for the online exam following the guidelines below. You will submit your work to Assignments in D2L as a SINGLE PDF file. Problems that lack work to justify your answer or are not worked out using the methods taught in class or the Pearson resources, will lose points for those problems. You will be required to use Respondus Lockdown Browser to proctor the exam. You will be required to use a webcam and will be asked to scan the room before the exam and possibly during the exam.

Exam scratchwork needs to be submitted using the following criteria or will not be accepted:

- 1) Pages must be numbered and submitted in the correct order. Problems must be numbered and worked according to the methods provided in the instructor’s lecture videos and/or Pearson resources. Problems worked via methods not appropriate for this course may not be given credit. **Scratchwork that is not legible will not be graded.**
- 3) You must take pictures of your scratchwork using a smart phone, convert to a **SINGLE PDF FILE** (multiple PDFs will not be accepted) using a PDF converter app such as AdobeScan, and upload to D2L within **15 minutes** of completing the exam.

Additional Information:

- I. If you are having trouble uploading your scratch work to D2L or converting pictures of your work to a single PDF file, e-mail me a picture of your work, and then I can help you upload your scratch work.
- II. Work that is submitted between 15 and 20 minutes after completing the exam will lose 5 points on the exam.
- III. Work that is submitted more than 20 minutes after completing the exam will lose 10 points on the exam.
- IV. If work is not submitted, you will receive a zero for that exam.

Exam Pre-requisites: There is a pre-test quiz that contains testing instructions that must be completed prior to the exam opening.

Additional Policies:

Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statement requiring monitoring and communication expectations via D2L or other LMS)


Academic Dishonesty: College of the Mainland is committed to a high standard of academic integrity. All students are responsible for honesty and independent effort. Incidents of academic and scholastic dishonesty (including cheating, plagiarism, and collusion) will be dealt with in a manner that is consistent with College Policy and the Student Conduct. Any student found to have been academically dishonest on an assignment, quiz, or exam will receive a zero for that assignment, quiz, or exam, and he or she will be referred to the Office of Student Conduct for further disciplinary action. Please read the section on Standards of Student Conduct and Discipline and Penalties in the online Student Handbook.


Note: *Using any AI or technology to complete the homework assignments and quizzes is cheating and will be reported to the Dean of Students.*

Student Concerns: If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Mr. Leslie Richardson, Math Department Chair, at (409) 933-8329 or at richardson@com.edu

Success Tips and Resources


✓ Keys to Success in This Class ✓



 **Read Before Class:** Preview textbook sections to build understanding.


 **Come to Class Daily:** Only miss if you're sick or there's an emergency.


Be Engaged in Class

- No phones
- Take notes
- Do assigned problems
- Ask/answer questions

 **Start Homework ASAP:** Do it while it's fresh in your mind—don't delay!

 **Practice Daily:** Short, consistent practice = big results 

 **Get Help Early:** Visit office hours or the tutoring center at the first sign of struggle.

 **Prepare for Exams:** Complete and redo reviews until you're confident without help.

Tutoring

The Tutoring Center is here to support your academic success! We offer free, personalized academic assistance through one-on-one tutoring, available both in person and online. Need help after hours? Tutor.com provides 24/7 support and is accessible through your D2L course shell. Whether you're looking to master course material or boost your learning habits, we're here to help. For more information, visit <https://www.com.edu/tutoring>, email us at tutoringcenter@com.edu, or contact us at 409-933-8703

Students can either go to the Tutoring Center or make an appointment online. Students can log in and make appointments for a tutoring session by going to the Tutoring Center page on the college web site or use the link <https://com.mywconline.com/>

Success Coaching

The Math Success Coach is here to help you navigate this course and stay on track both academically and personally. Support is offered through one-on-one coaching sessions covering topics such as time management, goal setting, stress management, study habits, and motivation. Whether you're overcoming challenges or aiming to improve your performance, the Math Success Coach provides encouragement, accountability, and practical tools for success. Email successcoaching@com.edu for more information.

Institutional Policies and Guidelines

Grade Appeal Process: Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook <https://www.com.edu/student-services/student-handbook.html>. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement: Any student with a documented disability needing academic accommodation is requested to contact: Kimberly Lachney, Student Accessibility Services Coordinator
Phone: 409-933-8919
Email: AccessibilityServices@com.edu
Location: COM Doyle Family Administration Building, Student Success Center

Textbook Purchasing Statement: A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Withdrawal Policy: Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1st 8-week session is October 1. The last date to withdraw from the 16-week session is November 14. The last date to withdraw for the 2nd 8-week session is November 25.

FN Grading: The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

Resources to Help with Stress:

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at deanofstudents@com.edu or communityresources@com.edu.

Nondiscrimination Statement:

The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.

Student Learner Outcome	Assessed via this Assignment	Maps to Core Objective	Assessed via this Assignment
1. Explain the use of data collection and statistics as tools to reach reasonable conclusions	Quiz 1		
2. Recognize, examine, and interpret the basic principles of describing and presenting data	Quiz 1	Empirical and Quantitative Skills (EQS)	Question on Exam 1
3. Compute and interpret empirical and theoretical probabilities using the rules of probabilities and combinatorics	Quiz 3	Critical Thinking Skills (CT)	Question on Exam 2
4. Explain the role of probability in statistics	Quiz 3		
5. Examine, analyze, and compare various sampling distributions for both discrete and continuous random variables	Quiz 4		
6. Describe and compute confidence intervals	Quiz 5		
7. Solve linear regression and correlation problems	Quiz 2		
8. Perform hypothesis testing using statistical methods	Quiz 6		

Course Calendar:

Math 1314.107C3 Course Calendar MW 11 – 12:50		
Week	Assignment	Due Date (by 11:59PM)
1 Aug 18-24	Course Intro-M 1.1 Introduction to Graphing-M/W	Su-Aug 24
2 Aug 25-31	1.2 Functions and Graphs-M 1.3/1.4 Linear Functions, Slope, Applications, & Equations of Lines-W	Th-Aug 28 Su-Aug 31
3 Sept 1-7 *No class Monday	1.5 Linear Equations, Functions, Zeros, Applications -W Quiz A(1.1-1.5)	Su-Sept 7 Su-Sept 7
4 Sept 8-14	2.1 Increasing, Decreasing, and Piecewise Functions-M 2.2 The Algebra of Functions-W	Th-Sept 11 Th-Sept 18
5 Sept 15-21	2.2 The Algebra of Functions-M 2.3 The Composition of Functions-M/W	Th-Sept 18 Su-Sept 21
6 Sept 22-28	2.5 Transformations-M <i>Test 1 Review – if time permits</i> Test 1 (Ch. 1 & 2) – W – 9/24	T-Sept 23 W-Sept 24
7 Sept 29- Oct 5	3.2 Quadratic Equations, Functions, Zeros, Models-M 3.3 Analyzing Graphs of Quadratic Functions-M/W	Th-Oct 2 Su-Oct 5
8 Oct 6-12	4.1 Polynomial Functions -M 4.2 Graphing Polynomial Functions -M/W	Th-Oct 9 Su-Oct 12
9 Oct 13-19	4.3 Remainder and Factor Theorems-M 4.5 Rational Functions-M/W Quiz B (Sections 3.2, 4.3 & 4.5) <i>Test 2 Review – if time permits</i>	Th-Oct 16 Su-Oct 19 Su-Oct 19
10 Oct 20-26	Test 2 (Ch. 3, 4) – M – 10/20 5.1 Inverse Functions-W	M-Oct 20 Su-Oct 26
11 Oct 27 – Nov 2	5.2 Exponential Functions and Graphs-M 5.3 Logarithmic Functions and Graphs-W Quiz C (Sections 5.1-5.3)	Th-Oct 30 Su-Nov 2 Su-Nov 2
12 Nov 3-9	5.4 Properties of Logarithmic Functions-M 5.5 Solving Exponential and Logarithmic Equations-M/W	Th-Nov 6 Su-Nov 9
13 Nov 10-16	5.6 Applications-M <i>Test 3 Review – if time permits</i> Test 3: Ch. 5 – W – 11/12	T-Nov 11 W-Nov 12
14 Nov 17-23	6.1 Systems of Equations in 2 Variables & Matrices and Systems of Equations-M (2 equations & 2 variables) 6.3 Systems of Equations in 2 Variables & Matrices and Systems of Equations-M/W (3 equations & 3 variables)	Th-Nov 20 Su-Nov 23
15 Nov 24-30 *No class Wed	6.2 Systems of Equations in Three Variables-M Quiz D (Sections 6.1-6.3)	W-Nov 26 Su-Nov 30
16 Dec 1-3	<i>Review for Comprehensive Final Exam-M</i> Comprehensive Final Exam – W – 12/3	<i>T-Dec 2</i> W-Dec 3

Calendar is subject to change

**Census Date: 9/3

**Withdraw Date: 11/14