



MATH 1314-117/617C3

College Algebra

FALL 2025

Lecture: 8:00am – 9:50am TR ICB Room 227

Instructor Information: Gabriela Peña, gpena3@com.edu

Office: **STEAM 325-07**

Office Phone #: 409-933-8182

Student hours and location: Schedule your time via <https://calendly.com/gpena3>

Monday	11:00am – 12:00pm	Tutoring Center
Monday	12:00pm – 2:00pm	STEAM 325-07
Tuesday	2:30pm – 3:30pm	STEAM 325-07
Wednesday	3:00pm – 5:30pm	STEAM 325-07
Thursday	2:30pm – 3:30pm	Online

Others by Appointment

Required Textbook/ Materials:

- College Algebra, by Beecher, Penna, Bittinger, fifth edition, published by Pearson. Textbooks and/or courseware will be available through VitalSource digitally. The course materials will be available on the first day of class and you will be given the opportunity to opt-out of the e-book prior to the census day of the class. If you choose to opt out then you will not be able to submit any of your assignments, which will lead to not being successful in the class. You will receive an email with more information about the use of the course materials closer to the start of the semester. The homework and quizzes as well as the e-text and videos for this course are online at mymathlab through Brightspace.
- Laptop or desktop with a functioning **webcam** and microphone or external Webcam. The Webcam must be used during quizzes and Exams on MyLabMath.

Textbook Purchasing Statement: E-Book via MyLab Math in Brightspace - D2L
(No Purchase Necessary, unless you Opt Out)

Course Description: This course is designed to develop skills and understanding in the following areas: relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. This course does not transfer.

Delivery of Course: This course is a Face-to-face course, meaning that you will be attending class every **Tuesday and Thursday** for 16 weeks from 8:00 - 9:50am. Every class lecture will have a MyLab Math assignment.

Course requirements (including description of any special projects or assignments):

1. Three Chapter Tests
2. Comprehensive Final Exam
3. *MyLab Math (MML)* Online Assignments
4. Quizzes Assignments

Determination of Course Grade/Detailed Grading Formula (methods of evaluation to be employed to

include a variety of means to evaluate student performance):

<u>MyLab Math</u> Homework	10%
Quiz Average	15%
Chapter Exam (Each Exam is 20%)	60%
Final Exam	15%

Homework Assignments on MyLab Math: There is a homework assignment for each section covered in class. These are listed on the course outline beginning on **page 5** of this syllabus. Twenty percent will be deducted from the score of a homework assignment if it is not finished by its due date. Although the homework is online at mymathlab.com, and the answers are entered online, you should write your work on paper, neatly showing all steps, and keep it in your notebook with your lecture notes for future reference. Both may serve as an aid for preparing for quizzes and exams, and as a place to begin when seeking assistance from your instructor, the math lab tutor, or from your peers. You have several attempts to answer a question correctly on the homework assignments.

Quizzes on MyLab Math: There are four quizzes which relate to the student learning outcomes. They are to be done on MyLab Math. You will need to use **Respondus Monitor/Lockdown Browser** for quizzes. If your device does not support **Respondus Monitor/Lockdown Browser** it is your responsibility to secure a compatible device. Unlike homework assignments, the quizzes must be taken in **one sitting**, they are timed, and the student only gets one attempt to answer each question. The quizzes can only be taken twice. If not taken by its due date 20% will be deducted. The higher of the two grades will be used to determine the student's quiz average on MyLab Math.

Quiz Proctoring Policy:

All Quizzes require Respondus Monitor/Lockdown Browser on MyLab Math:

1. **Webcam required:** You must have your face, workspace (desk area), and hands clearly visible **always**.
2. **Picture ID:** You will be asked to show a picture ID where your name and picture are visible.
3. **Environment:** You must be alone in a quiet, well-lit room. No headphones, earbuds, or notes are permitted unless specified by the instructor.
4. **Verification:** Prior to starting each exam, you will be asked to show a 360° view of your room and your desk.
5. **Live Monitoring:** Your camera must remain active during the entire exam session. Leaving the session without permission will result in a grade of zero. Covering the camera will result in a grade of zero.
6. **Technical Issues:** Notify the instructor immediately if technical issues occur during an exam.
7. **Academic Integrity:** Any violation of exam policies will be considered academic dishonesty and may result in a zero on the exam and further disciplinary action. If the camera is covered at any time throughout the assessment your grade will be 0.

Three Chapter Tests & Final Exam: There are three tests which cover the chapters in the textbook. The tests are given on the dates listed on the Course Outline. The student has one hour and twenty minutes to take each exam. There are no make-up exams **unless** the student notifies the instructor in writing **prior** to the Exam and the professor determines if it is a legitimate reason. You are only allowed to make-up one exam in the semester, given that any necessary paperwork is provided. If you are permitted to make-up the exam, there is a deadline for completing the exam, and if the deadline is not met, the score for the exam will be recorded as a zero.

Exams may not be retaken. However, if the grade on the Final Exam is higher than the lowest chapter exam grade, **the Final Exam will replace your lowest Exam score. If and only if you have attended class at least 22 days.**

Grading Scale:

Grade A: Final Average is [89.5, 100]

Grade B: Final Average is [79.5, 89.5)

Grade C: Final Average is [69.5, 79.5)

Grade D: Final Average is [59.5, 69.5)

Grade F: Final Average is [0, 59.5)

Grade I: Given unforeseen circumstances that result in the inability to successfully complete the course objectives, an I-Contract can be requested from the instructor assuming you meet the following criteria:

1. Have a passing overall average (70 or higher)
2. All work completed except for The Final Exam

Attendance Policy: Students at the College of the Mainland (COM) are expected to attend and actively participate in every session of their registered classes. Regular attendance is crucial for success, as excessive absences strongly correlate with failing grades. COM does not recognize excused absences except as required by law. Consistent attendance is vital for succeeding in this course, and students with excessive absences may be referred to Student Services.

If you must miss a class, consult the information provided in MyMathLab and the course calendar to stay prepared and on track for when you return. Remember, you are still responsible for completing any work due for the next class.

As a reminder, your Final Exam score can replace your lowest exam score of the semester if you have attended at least 22 out of our 31 class meetings. To be marked as present, you must attend the full duration of each class session, which is 1 hour and 50 minutes on Tuesdays and Thursdays.

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.

Student Learning Outcomes

Student Learner Outcomes	Maps to Core Objective	Assessed via this assignment
1. Demonstrate and apply knowledge of properties of functions, including domain and range, operations, compositions, and inverses.	Critical Thinking Skills (CT)	Exam
2. Recognize and apply polynomial, rational, exponential and logarithmic functions and solve related equations.	Critical Thinking Skills (CT)	Exam
3. Apply graphing techniques.	Visual Communication Skills (CS)	Quiz
4. Evaluate all roots (zeros) of higher degree polynomials and rational functions.	Critical Thinking Skills (CT)	Quiz
5. Recognize, solve and apply systems of linear equations using matrices.	Empirical and Quantitative Skills (EQS)	Exam

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 Handbook. Any student found to have been academically dishonest on a quiz or test will receive a zero on that quiz or test and forfeit the chance to retake. In addition, he or she will be referred to the Office of Student Conduct for further disciplinary action. For the second offense, students will be given an “F” for the class. Please read the sections on *Standards of Student Conduct and Discipline and Penalties* in the on-line Student Handbook. A graphing calculator is needed for this course. A Texas Instruments TI 83 Plus or TI 84 Plus is recommended. A TI 89 or higher cannot be used in this course.

Academic Success Resources

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

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.

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 the Department Chair, Mr. Leslie Richardson at (409)933-8329.

Course outline:

(Due dates are the last day that the assignment can be submitted, it's suggested to be completed before.)

Week	Dates	Math 1314-117/617	Due Dates
1	August 19, 21	Review Syllabus in Class Orientation/Respondus 1.1 Introduction to Graphing 1.2 Functions and Graphs	All Week 1 assignments are due 8/24/25 by 11:59PM
2	Aug. 26, 28	1.3 Linear Functions, Slope, and Applications 1.4 Equations of Lines 1.5 Linear Equations, Functions, Zeros, Applications Quiz 1 (Sections 1.1-1.5)	All Week 2 assignments are due 8/31/25 by 11:59PM
3	September 2, 4	2.1 Increasing, Decreasing, and Piecewise Functions 2.2 The Algebra of Functions	All Week 3 assignments are due 9/7/25 by 11:59PM
4	September 9, 11	2.3 The Composition of Functions 2.5 Transformations	All Week 4 assignments are due 9/14/25 by 11:59PM
5	September 16, 18	Test 1 Review Test 1 (Chapters 1 & 2) (September 18)	All Week 5 assignments are due 9/21/25 by 11:59PM
6	September 23, 25	3.2 Quadratic Equations, Functions, Zeros, Models 3.3 Analyzing Graphs of Quadratic Functions	All Week 6 assignments are due 9/28/25 by 11:59PM
7	Sept. 30, Oct. 2	4.1 Polynomial Functions 4.2 Graphing Polynomial Functions	All Week 7 assignments are due 10/5/25 by 11:59PM
8	October 7, 9	4.3 Remainder and Factor Theorem 4.5 Rational Functions Quiz 2 (Sections 3.2, 4.3 & 4.5)	All Week 8 assignments are due 10/12/25 by 11:59PM
9	October 14, 16	Test 2 Review Test 2 (Chapters 3, 4) (October 16)	All Week 9 assignments are due 10/19/25 by 11:59PM
10	October 21, 23	5.1 Inverse Functions 5.2 Exponential Functions and Graphs	All Week 10 assignments are due 10/26/25 by 11:59PM
11	October 28, 30	5.3 Logarithmic Functions and Graphs Quiz 3 (Sections 5.1-5.3) 5.4 Properties of Logarithmic Functions	All Week 11 assignments are due 11/2/25 by 11:59PM
12	November 4, 6	5.5 Solving Exponential and Logarithmic Equations 5.6 Applications Test 3 Review	All Week 12 assignments are due 11/9/25 by 11:59PM
13	November 11, 13	Test 3: Chapter 5 (November 11) 6.1 Systems of Equations in Two Variables	All Week 13 assignments are due 11/16/25 by 11:59PM
14	November 18, 20	6.2 Systems of Equations in Three Variables 6.3 Matrices and Systems of Equations Quiz 4 (Sections 6.1-6.3)	All Week 14 assignments are due 11/23/25 by 11:59PM
15	November 25	Review for Final Exam	
16	December 2, 4	Final Exam (December 2)	

PLEASE NOTE: The syllabus is subject to change at the discretion of the instructor.

Census Day – September 3, 2025

W-Day – November 14, 2025

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 accommodations 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.