



Math 1314.003IN
College Algebra
Summer 2024
Internet

Instructor Information: James Griffiths jgriffiths@com.edu 409-933-8225

Student hours and location: Math 1314.003IN will have Virtual Office Hours on Microsoft Teams on MTWThF 9:45 am – 10:45 am. Any other contact will occur using my COM email. I will check my emails periodically throughout the day until 5:00 pm. If you email me after that time on MTWThF or on the weekend, I will not respond until the next class day.

Required Textbook/Materials: College Algebra, by Beecher, Penna, Bittinger, fifth edition, published by Addison Wesley. The e-text is provided with *MyLab Math*. The student will need a computer and internet service outside of class to gain access to the online assignments on *MyLab Math*. Computers and internet access are available on campus during specified times. A Texas Instruments TI30XIIS scientific calculator is recommended for this course. A graphing calculator may not be used on the exams.

Course Description: College Algebra is the study of functions including linear, quadratic, polynomial, rational, exponential and logarithmic; matrices, and systems of linear equations.

Course requirements:

Homework Assignments on *MyLab Math*: There is a homework assignment for each unit covered. These are listed on the course outline in the syllabus and on the list of assignments on *MyLab Math*. Each day's homework assignments must be completed by 11:59 pm on the due date shown on both the course outline and on the list of assignments on *MyLab Math*. You should do the assignments as soon as possible after participating in the lecture, reading the appropriate section in the text book, and watching the associated video(s) on *MyLab Math*. Although the homework is online 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 as an aid for preparing for quizzes and exams, and as a place to begin when seeking assistance from your professor, your peers, or the college tutoring center.

Quizzes on MyLab Math: Four quizzes will be taken on *MyLab Math*. Like the homework assignments, the due dates are shown on both the course outline in the syllabus and on the assignment list on *MyLab Math*. Unlike the homework assignments, the quizzes must be taken in one sitting, they are timed, and the student gets only **one** attempt to answer each question. The quizzes may be retaken **one** time. The higher of the two grades will be used to determine the student's quiz average. It is important that the student read and understand the warnings that begin on page 2 of the Orientation Notes, about taking quizzes or exams on *MyLab Math*. The Orientation Notes can be found among the major tabs for this course on Brightspace D2L. Failing to follow the suggestions presented in that document may cause a quiz or exam to be terminated. The instructor will not change a grade on any assignment on *MyLab Math*. Nor will the instructor reopen a quiz or exam from which the student has been locked out.

Chapter Exams: There are four exams which cover the chapters in the text book. The exams are taken on *MyLab Math* on the due dates shown on the course outline in the syllabus and on the assignment list on *MyLab Math*. The student has 95 minutes to take each exam. Like the quizzes, the exams must be taken in one sitting, and the student gets only one attempt to answer each question. Unlike the quizzes, exams may **not** be retaken. However, if the grade on the final exam is higher than the lowest chapter exam grade, the final exam grade will replace the lowest chapter exam grade.

Comprehensive Final Exam: The final exam is taken on *MyLab Math* on the due date shown on the course outline in the syllabus and on the assignment list on *MyLab Math*. The student has 95 minutes to take the final exam. Like the quizzes, the final exam must be taken in one sitting, and the student gets only one attempt to answer each question. Unlike the quizzes, the final exam may **not** be retaken.

Determination of Course Grade/Detailed Grading Formula:

Comprehensive Final Exam	20%
Average of Chapter Exams	60%
Homework Average	10%
<u>Quiz Average</u>	<u>10%</u>
Final Average	100%

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.

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)

Late Work, Make-Up Exams, and Extra-Credit Policy:

Late Work: There is a twenty (20) point penalty for all homework and quizzes submitted after the due date. Any homework assignments or quizzes that are not finished by the due date of the associated exam will be given a grade of zero at the time the exam is given.

Make-Up Exams: There are **no make-up exams** unless:

- 1) the student notifies the instructor that they will miss the exam before the time and date the exam is scheduled, and
- 2) the reason for the requested make-up exam is extraordinary, such as the death of a close family member, or the student's admittance to the hospital.
(Transportation problems, minor illness, or scheduled doctor appointments are not extraordinary reasons for missing an exam.)

Students will **not** be permitted to make up more than **one** exam.

Extra Credit: **Three** points extra credit is given on exams if the student earns an A on the review. Extra-credit assignments may also be given throughout the course at the discretion of the instructor. The total extra credit points for any exam may not raise an exam grade above **100**. Extra credit is never given at the end of the semester to bring up a poor grade. Do not even ask.

Attendance Policy: Students at COM are expected to attend and participate in every session of all classes for which they are registered. College of the Mainland recognizes no excused absences other than those prescribed by law. Students with excessive absences (more than two) will be referred to Student Services. If a student fails to submit any finished work (homework, quizzes, or exams) for seven calendar days, the student will be withdrawn from class.

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. The **preferred** method of communication in this course is in person. If that is not possible, an email or phone call will be satisfactory, but do not leave a message on my phone. If you cannot reach me by phone, email me. Be sure to include your name, the course in which you are enrolled, and then state your question completely. You should communicate thoughtfully. Read your emails before you click send. Write down what you wish to say before you dial the telephone.

Table Mapping SLO's and Core Objectives:

Student Learner Outcomes	Maps to Core Objective	Assessed via this assignment
1. Solve mathematics of finance problems, including the computation of interest, annuities, and amortization of loans.	Empirical and Quantitative Skills (EQS)	Exam
2. Apply basic matrix operations, including linear programming methods, to solve application problems.	Critical Thinking Skills (CT)	Exam
3. Demonstrate fundamental probability techniques and application of those techniques, including expected value, to solve problems.	Visual Communication Skills (CS)	Exam
4. Apply matrix skills and probability analyses to model applications to solve real-world problems.	Critical Thinking Skills (CT)	Quiz

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 be 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 sections of *Standards of Student Conduct and Discipline and Penalties* in the on-line Student Handbook

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 lrichardson@com.edu.

Course outline:

<u>Week</u>	<u>Date</u>	<u>Sections</u>
1	6/3	Orientation Exercises Due 6/5
		1.1 Introduction to Graphing Due 6/5
	6/4	1.2 Functions and Graphs Due 6/5
	6/5	1.3 Linear Functions, Slope, and Applications Due 6/6
		1.4 Equations of Lines and Modeling Due 6/6
		1.5 Linear Equations, Functions, Zeros, Applications Due 6/6
		Quiz 1 (1.1 – 1.5) Due 6/6
	6/6	2.1 Increasing, Decreasing, and Piecewise Functions Due 6/7
		2.2 Algebra of Functions Due 6/7
	6/7	2.3 Composition of Functions Due 6/8
2	6/10	2.5 Transformations Due 6/11
		Review for Exam 1 Due 6/11
	6/11	Exam 1 (1.1 – 2.5) Due 6/11
		3.2 Quadratic Equations, Functions, Zeros, Models Due 6/12
	6/12	3.3 Analyzing Graphs of Quadratic Functions Due 6/13
	6/13	4.1 Polynomial Functions and Models Due 6/14
		4.2 Graphing Polynomial Functions Due 6/14
6/14	4.3 Polynomial Division, Remainder Theorem, Factor Theorem Due 6/15	

- 3 6/17 4.5 Rational Functions Due 6/18
Quiz 2 (3.2, 4.3, 4.5) Due 6/18
4.6 Polynomial and Rational Inequalities Due 6/18
6/18 Review for Exam 2 Due 6/18
Exam 2 (3.2 – 4.5) Due 6/18
5.1 Inverse Functions Due 6/20
6/19 HOLIDAY
6/20 5.2 Exponential Functions and Graphs Due 6/21
6/21 5.3 Logarithmic Functions and Graphs Due 6/22
Quiz 3 (5.1 – 5.3) Due 6/22
5.4 Properties of Logarithmic Functions Due 6/22
- 4 6/24 5.5 Solving Exponential & Logarithmic Equations Due 6/25
6/25 5.6 Applications and Models: Growth and Decay, Compound
Interest Due 6/26
Review for Exam 3 Due 6/26
6/26 **Exam 3 (5.1 – 5.6) Due 6/26**
6.1 Systems of Equations in Two Variables Due 6/27
6/27 6.3 Matrices and Systems of Equations Due 6/28
6/28 6.2 Systems of Equations in Three Variables Due 6/29

***** **The last date to withdraw is Friday, 7/1/2024** *****

- 5 7/1 6.4 Matrix Operations Due 7/2
Quiz 4 (6.1 – 6.4) Due 7/2
7/2 6.5 Inverses of Matrices Due 7/3
Review for Exam 4 Due 7/3
7/3 **Exam 4 (6.1 – 6.5) Due 7/3**
Review for Comprehensive Final Exam Due 7/5
7/4 HOLIDAY
7/5 **Comprehensive Final Exam Due 7/5**

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

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/docs/Student_Handbook_2023-2024_v2.pdf. *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 5-week session is July 1. The last date to withdraw from the 10-week session is July 30. The last date to withdraw for the 2nd 5-week session is August 2.

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.