Department of Mathematics and Computer Science

Syllabus
Math 1314.034IN Fall 2025
College Algebra
Online Course

Student hours and location:
Instructor: Sheri Aajul
Instructor E-mail: saajul@com.edu
Please include your course & section in the subject line when emailing.

Virtual Student Hours: Four half-hour zoom links to student/office hours are in D2L Brightspace content but I also send out weekly emails are sent out at the start of office hours with links. Students should feel free to ask both MATH0315 and MATH 1314 questions. **My office hours are on Sunday from 12:30 pm to 2:30 pm.** (Note: There are no office hours on 11/30/2025 as it is a holiday, but you can send email.) I care about your mastery of course material and I am happy to help you. In addition, you are always welcome to send email.

Important Note: Internet is Required. You must opt in to inclusive access when registering for the course. If you opted out please go to the bookstore and opt in immediately.
This course uses Brightspace with integrated MyLabMath (MML) and COM email, so please check your email regularly. You will need access to the internet to gain access to course materials. *Some devices like iPads/tablets and cellphones present problems with gaining access to quizzes/tests, so they are not acceptable devices for this class.* If you do not have your own internet access, you should be able to get access on campus in the library.

1. Required Textbook/Materials:
This course uses MyLabMath w/ Pearson e-text for College Algebra with Corequisite Support 5th edition" by Beecher, Penna, and Bittinger, ISBN-13: 9780135676028. An electronic copy of the text is integrated into MyMathLab, so no hardcopy text is needed (unless you want one.) Please use the multimedia version of the textbook available in My Lab Math via the Multimedia Library Tab. Use the schedule found on this syllabus to determine the chapter/section to read. The multimedia textbook has embedded videos and worked examples so it is a huge help to master course material.

A scientific calculator is required for this course (but a TI-84 Plus graphing calculator will make your life easier on chapter 6 material.) Use of artificial intelligence is prohibited. Instructions on how to graph and perform matrix operations using a TI-84 calculator may be found in course content of our Blackboard course. On the other hand, you can use a TI-30. Please do not use an

internet accessing calculator, a Computer Algebra System (CAS) calculator or any stored programs beyond what comes pre-packed in the calculator. Math requirements for not just for content but they are for building your cerebral cortex so please make your best effort to understand the material.

MyLab Math (Pearson) Please access MyLabMath in our course on D2L Brightspace. The link is on the course homepage. A document in Course Administration walks you through using the My Lab Math course. Note that My Lab Math contains course text, multimedia, homework, quizzes, tests and grades.

2. 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.

3. Course requirements:

Homework Assignments

There is an assigned homework for each section to be completed online using MyLabMath. *Most homework allows late submission with a 20% penalty, except if close to an exam or end of course, then there is no late submission option. Note that the penalty applies only to late problems and not necessarily to the entire assignment.* All Test 1 homework closes on 10/12/25; All Test 2 homework closes on 10/26/25; All Test 3 homework closes on 11/16/25; Chapter 6 and the Final Exam homework closes 11/23/25. Please keep up with the course and do not procrastinate.

Quizzes and Exams

There are four quizzes, three chapter exams and a comprehensive final exam. All of the quizzes and exams are to be done online using MyLabMath. Please see the schedule (below) to know when assessments are open.

You may use your approved calculator (which does not access the internet, utilize artificial intelligence (computer algebra system), or contain other than original stored programs) on all assessments. I suggest that you create a formula/concept sheet which has three columns, one for the name of the formula or concept, one for the formula or concept, and one for an example of the formula or concept. Study this document regularly and commit the formulas and concepts to memory, but keep the formula sheet handy in case you need it to check it on an assessment. If you really get stuck, you may use your hardcopy textbook, homework, and class notes (including your formula sheet) on assessments. No other material or help is allowed. Do your own work.

Tests and final exam may only be taken once.

Students must submit written work for each of Tests 1 – 3, preferably within 60 minutes of exam submission (only Word documents with photos, pdf documents, or jpg files are accepted.) Write your calculator manufacturer and type at the top of your written work or submit a jpg photo of it with your work. Submissions should have problems in order and be easy to read. Written work is graded for reasonableness, not correctness. Write test questions with clear calculation steps or calculator entries. Unreasonable submissions as well as failure to submit may have up to 10%

subtracted off test score. Submissions must be made via email with work sent as an attachment. Contact instructor with questions. (Most students find it easiest to write work neatly in a notebook and take clear jpg photos of it then send the images to me as attachments.)

There is a new department policy this semester which requires students who score below 70% on an exam to attend one hour of online or in-person tutoring. A document called the Math Tutor Request Form is posted in the Administrative Material folder on D2L. You will need to have the tutor fill it out and email it as an attachment to me. There is 5% penalty on the next exam for failure to comply. Details on tutoring and this policy may be found toward the end of the syllabus in the Academic Success Resources section.

Quizzes have time limits of one hour; Exams 1 - 3 have time limits of two hours; and the final exam has a time limit of two and one half hours.

You can retake each quiz once (within its time frame) to improve your score; the higher score will be the one that counts. Quizzes are open (without late penalty) until their respective homework closes. There are no retakes on exams.

You can earn bonus points on the first exam (max exam score is 100%) by appropriately posting to the syllabus discussion in Blackboard. You can earn bonus points equivalent to one question on your final exam (max score is 100%) for submission of a course evaluation if you send your instructor a print-screen of your submission confirmation in a timely manner. Please do not send the actual evaluation.

4. Determination of Course Grade/Detailed Grading Formula:

Your course grade (as well as grades on assignments) is located in MyLabMath.

Grading Formula:
The course grade will be determined by the following formula: Final Average = 60% Chapter Exam Average + 15% Final Exam + 10% Homework Average + 15% Quiz Average

The Final Exam score will replace the lowest Chapter Exam Score when it is larger.

Grading Scale:

Grade A: Final Average in [90, 100]
Grade B: Final Average in [80, 90)
Grade C: Final Average in [70, 80)
Grade D: Final Average in [60, 70)
Grade F: Final Average in [0, 60)

5. Late Work, Make-Up, and Extra-Credit Policy: If you are unable to make a scheduled exam within the days specified in the course outline, you will be allowed to make up the exam

provided that you notify the instructor before the end of the scheduled exam period and have a legitimate reason for not be able to take the exam.

6. Attendance Policy: You must log in and be active in MyMathLab at least three times each week. In addition to time spent in doing homework, taking quizzes and exams it will be necessary to study, using the course materials, plan to spend at least 4 hours per week to be successful in the class.

7. 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)

8. Table Mapping SLO's and Core Objectives

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

Only the Core Objectives Critical Thinking and Empirical & Quantitative Skills will be assessed this semester. Communication Skills will not be assessed.

9. Academic Dishonesty: Do your own work on assessments. 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 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 on *Standards of Student Conduct and Discipline and Penalties* in the on-line Student Handbook.

10. **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, Leslie Richardson, at (409) 933-8329, lrichardson@com.edu.

11. Course Calendar and Pacing (includes both MATH035 and MATH1314 with MATH1314 on the right):

Date Range	**MATH0315 Assignments/Assessments**	**Due Date**	**MATH1314 Assignments/Assessments**
Week 1 8/18 – 8/24	Orientation Homework 1.4 Rules of Exponents (skip scientific notation) 1.5 Operations with Variables; Grouping Symbols 1.6 Evaluating Expressions/Formulas 2.1 First Degree Equations in One Variable ***Quiz A (Sections 1.5, 1.6 & 2.1)***	8/24/2025	Students work on 0315
Week 2 8/25 – 8/31	2.4 Solving Word Problems 2.6 Linear Inequalities 2.3 Absolute Value Equations 2.8 Absolute Value Inequalities **Test 1 (1.4, 1.5, 1.6, 2.1, 2.3, 2.4, 2.6, & 2.8)**	8/31/2025	Students work on 0315
		9/3/2025 *Census Day*	
Week 3 9/1 – 9/7	3.1 Graphing Linear Equations with Two Unknowns 3.2 Slope of a Line 3.3 Graphs and the Equations of a Line ***Quiz B (Sections 3.1, 3.2 & 3.3)***	9/7/2025 *Holiday 9/1/2025*	Students work on 0315

	4.1 Systems of Linear Equations in 2 Variables 4.3 Applications of Systems of Equations		
Week 4 9/8 – 9/14	**Test 2 (3.1, 3.2, 3.3, 4.1 & 4.3)** 5.1 Polynomial 5.4 GCF, Factoring by Grouping 5.5 Factoring Trinomials 5.6 Special Cases of Factoring ***Quiz C (Section 5.4, 5.5 & 5.6)***	9/14/2025	Students work on 0315
Week 5 9/15 – 9/21	5.8 Solving Equations by Factoring ***Test 3 (5.1, 5.4, 5.5. 5.6 & 5.8)*** 5.3 Synthetic Division 6.1 Rational Expressions: Simplifying, Multiplying, Dividing 6.2 Add/Subtract Rational Expressions	9/21/2025	Students work on 0315
Week 6 9/22 – 9/28	7.6 Complex Numbers 3.6 Graphing Functions from Equations ***Quiz D (Sections 7.6 & 3.6)*** ***Test 4 (5.3, 6.1, 6.2, 3.6 & 7.6)*** *Students start MATH 1314* *(Remember: There is still a Final Exam Homework and Final Exam in this course)*	9/28/2025	Orientation Homework 1.1 Introduction to Graphs
Week 7 9/29 – 10/05	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	10/05/2025	1.2 Functions and Graphs 1.3/1.4 Linear Functions and Equations 1.5 Zeros of Linear Functions **Quiz 1: Sections 1.1-1.5** 2.1 Increasing/Decreasing Piecewise Functions
Week 8 10/06 – 10/12	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	10/12/2025	2.2 Algebra of Functions 2.3 Composition of Functions 2.5 Transformations of Functions **Exam 1 (Chapters 1 & 2, excluding 2.4)**
Week 9 10/13 – 10/19	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	10/19/2025	3.2 Quadratic Functions 3.3 Graphs of Quadratic Functions 4.1 Polynomial Functions 4.2 Graphs of Polynomial Functions (*see TI-84 handout on D2L BrightSpace*)

Week 10 10/20 – 10/26	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	10/26/2025	4.3 Remainder, Factor Theorems 4.5 Rational Functions **Quiz 2 Finding Zeros (over 3.2, 4.3 & 4.5)** **Exam 2 (Chapters 3 and 4)**
Week 11 10/27 – 11/02	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	11/02/2025	5.1 Inverse Functions 5.2 Exponential Functions 5.3 Logarithmic Functions **Quiz 3 Graphing Techniques (over 5.1-5.3)**
Week 12 11/03 – 11/09	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	11/09/2025 11/14/2025 W-Day	5.4 Properties of Logarithmic Functions 5.5 Exponential, Logarithmic Equations 5.6 Modeling with Exponential and Logarithmic Functions
Week 13 11/10– 11/16	Students work on 1314; Review for Final Exam Homework (open early and closes 11/23/2025)	11/16/2025	**Exam 3 (Ch. 5)** 6.2 Solving Linear Systems 3-D 6.3 Solving Linear Systems 2-D via Gaussian/Gauss-Jordan Elimination (*see D2L material on TI-84 calculator*)
Week 14 11/17 – 11/23	Students work on 1314; Review for Final Exam Homework Due	11/23/2025	**Quiz 4 (over 6.2 & 6.3)** Review for Final Exam Homework *Students also work in 0315*
Week 15 11/24 – 11/30	***Comprehensive Final Exam opens on Monday, 11/24/2025***	Holiday 11/27/2025 – 11/30/2025	***Comprehensive Final Exam opens on Monday, 11/24/2025***
Week 16 12/1 – 12/04	***Comprehensive Final Exam closes on Monday, 12/1/2025***	0315: 12/01/2025 1314: 12/01/2025	***Comprehensive Final Exam closes on Monday, 12/1/2025***

Academic Success Resources

Tutoring

The Tutoring Center is here to support your academic success! They offer free, personalized academic assistance through one-on-one tutoring, available both in person and online. Do you 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 the COM tutoring center 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.

Mandatory Tutoring Policy: Students who fail (below a 70%) any chapter exam must attend a one-hour tutoring session before the next scheduled exam. The session will target areas where the student needs improvement. To verify attendance, students must submit a signed form from their tutor. The form in in our D2L course in the Administrative Material folder. Failure to complete this requirement will result in a 5-point penalty from their overall grade on the next chapter exam. 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/

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.