Department of Mathematics and Computer Science

Syllabus
Math 1314.034IN Fall 2024
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 noon to 2 pm. 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:**
The textbook used in this course is: *College Algebra*, by Beecher, Penna, Bittinger, fifth edition, published by Pearson. 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 and a graphing calculator is suggested for this course. A Texas Instruments TI-84 Plus is recommended as it will make your life much easier on chapter 6 material. 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 via Brightspace. The link is on the 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 10/13/24; All Test 2 homework closes on 10/27/24; All Test 3 homework closes on 11/17/24; and all Test 4 homework closes on 11/24/24; Final exam homework closes on 11/24/2024.   Please keep up with the course and do not procrastinate.

Quizzes and Exams
There are four quizzes, four 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 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.

Exams may only be taken once. Students must submit written work for each exam within 30 minutes of exam submission (only Word documents with photos, pdf documents or jpg files are accepted.) Written work is graded for submission, not correctness. There is a 5% penalty for non-submission or submission with incorrect format. Submission may be made via email. Contact instructor with questions.

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, but you can earn bonus points on each exam (max exam

score is 100%) by posting to an associated discussion in Blackboard. The discussions are open during the time the material covered by the exam is open, with the closing date posted in the discussion. At most 5 percentage points of extra credit is added to your final exam score (for a max score of 100%) for submission of a course evaluation and sending instructor screen-print of your submission confirmation.

Quizzes have time limits of one hour; Exams 1 - 4 have time limits of two hours; and the final exam has a time limit of two and one half hours.

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 = 64% Chapter Exam Average + 16% Final Exam + 10% Homework Average + 10% Quiz Average

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

Grading Scale:
    Grade A: Final Average in [89.5, 100]
    Grade B: Final Average in [79.5, 89.5)
    Grade C: Final Average in [69.5, 79.5)
    Grade D: Final Average in [59.5, 69.5)
    Grade F: Final Average in [0, 59.5)

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 MATH0315 and MATH1314 with MATH1314 on the right)

Date Range	MATH0315 Assignments/Assessments	Due Date	MATH1314 Assignments/Assessments
Week 1 8/19 – 8/25	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 2.4 Solving Word Problems *Quiz A (Sections 1.5, 1.6 & 2.1)*	8/25/2024	Students work on 0315
Week 2 8/26 – 9/1	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)** 3.1 Graphing Linear Equations with Two Unknowns	9/1/2024	Students work on 0315
		9/4/2024 Census Day	
Week 3 9/2 – 9/8	3.2 Slope of a Line 3.3 Graphs and the Equations of a Line *Quiz B (Sections 3.1, 3.2 & 3.3)*- 4.1 Systems of Linear Equations in 2 Variables 4.3 Applications of Systems of Equations	9/8/2024	Students work on 0315
Week 4 9/9– 9/15	**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 *Quiz C (Section 5.4, 5.5 & 5.6)* 5.6 Special Cases of Factoring 5.8 Solving Equations by Factoring	9/15/2024	Students work on 0315
Week 5 9/16 – 9/22	*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 7.6 Complex Numbers	9/22/2024	Orientation Homework

	3.6 Graphing Functions from Equations ***Quiz E (Sections 7.6 & 3.6)***		
Week 6 9/23 – 9/29	***Test 4 (5.3, 6.1, 6.2, 3.6 & 7.6)***	9/29/2024	1.1 Introduction to Graphs 1.2 Functions and Graphs 1.3/1.4 Linear Functions and Equations 1.5 Zeros of Linear Functions
Week 7 9/30 – 10/6	Students work on 1314; Review for Final Exam Homework (open early and closes 11/24/2024)	10/6/2024	**Quiz 1: Sections 1.1-1.5** 2.1 Increasing/Decreasing Piecewise Functions 2.2 Algebra of Functions 2.3 Composition of Functions 2.5 Transformations of Functions (due 10/13)
Week 8 10/7 – 10/13	Students work on 1314; Review for Final Exam Homework (open early and closes 11/24/2024)	10/13/2024	**Exam 1 (Chapters 1 & 2, excluding 2.4)** 3.2 Quadratic Functions 3.3 Graphs of Quadratic Functions
Week 9 10/14 – 10/20	Students work on 1314; Review for Final Exam Homework (open early and closes 11/24/2024)	10/20/2024	4.1 Polynomial Functions 4.2 Graphs of Polynomial Functions (*see TI-84 handout on D2L BrightSpace*) 4.3 Remainder, Factor Theorems 4.5 Rational Functions
Week 10 10/21 – 10/27	Students work on 1314; Review for Final Exam Homework (open early and closes 11/24/2024)	10/27/2024	**Quiz 2 Finding Zeros (over 3.2, 4.3 & 4.5)** 4.6 Inequalities **Exam 2 (Chapters 3 and 4)**
Week 11 10/28 – 11/3	Students work on 1314; Review for Final Exam Homework (open early and closes 11/24/2024)	11/3/2024	**5.1 Inverse Functions** 5.2 Exponential Functions 5.3 Logarithmic Functions **Quiz 3 Graphing Techniques (over 5.1-5.3)**
Week 12 11/4 – 11/10	Students work on 1314; Review for Final Exam Homework (open early and closes 11/24/2024)	11/10/2024	5.4 Properties of Logarithmic Functions 5.5 Exponential, Logarithmic Equations 5.6 Modeling with Exponential and Logarithmic Functions
Week 13 11/11 – 11/17	Students work on 1314; Review for Final Exam Homework (open early and closes 11/24/2024)	11/17/2024 11/15/2024 W-Day	**Exam 3 (Ch. 5)** 6.1/6.3 Solving Linear Systems 2-D general as well as via

			Gaussian/Gauss-Jordan Elimination (*see D2L material on TI-84 calculator*) 6.2 Solving Linear Systems 3-D **Quiz 4 (over 6.1-6.4)**
Week 14 11/18 – 11/24	Students work on 1314; Review for Final Exam Homework (open early and closes 11/24/2024)	11/24/2024	**Exam 4 (Chapter 6)** Review for Final Exam Homework
Week 15 11/25 – 12/1	*Comprehensive Final Exam opens early on Monday, 11/25/2024*	*11/28/24-12/1/24 holiday*	*Comprehensive Final Exam opens early on Monday, 11/25/2024*
Week 16 12/2 – 12/5	*Comprehensive Final Exam closes on Monday*	0315: 12/02/2024 1314: 12/03/2024	**Final Exam** (due Tuesday)

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_2024-2025_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 8-week session is October 2. The last date to withdraw from the 16-week session is November15. The last date to withdraw for the 2nd 8-week session is November 26.

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.