

South Plains College  
 Department of Mathematics and Engineering  
 College Algebra with Support – MATH 0314.C004, MATH 1314.C004  
 Fall 2022 Course Policies

**Instructors:**

Karol Albus

Office: M110, Telephone: (806) 716-2543, Email: [kalbus@southplainscollege.edu](mailto:kalbus@southplainscollege.edu)

**Office Hours:** As listed or by appointment.

Monday	Tuesday	Wednesday	Thursday	Friday
1:30 pm -3:30 pm (Lev Office M110)	10:00 am - 12:00 pm (Lev Office M110)  8:00 pm – 9:00 pm (virtual using zoom)	By appointment	By appointment	9:00 am -12:00 pm (Lev Office M110) Most Fridays

Kaylan K Thompson

Office: M111, Telephone: (806) 716-4886, Email: [kthompson@southplainscollege.edu](mailto:kthompson@southplainscollege.edu)

**Office Hours:** As listed or by appointment.

Monday	Tuesday	Wednesday	Thursday	Friday	Sunday
9:30 am – 10:00 am 1:00 pm – 2:30 pm (Levelland office M111)	By appointment	9:30 am – 10:00 am 1:00 pm – 2:30 pm (Levelland office M111)	By appointment	10:00 am – 12:00 pm (Levelland office M111)	4:00 pm – 6:00 pm (virtual using zoom)

**Supplies:**

- ✓ LARGE 3-ring binder (3 inch or larger)
- ✓ Dividers
- ✓ notebook paper
- ✓ graph paper (you can print from Blackboard as needed)
- ✓ 3-hole punch
- ✓ pencils with an eraser.
- ✓ TI-30XIIS scientific calculator
- ✓ reliable internet service
- ✓ a way to print documents
- ✓ a way to scan and upload documents

**Phone/tablet and graphing calculators will not be allowed in class.**

**You will NOT need to purchase a book.**

**Course Requirements:** To maximize the potential to complete this course, a student should attend all class and laboratory meetings, take notes and participate in class, complete all homework assignments and examinations including final examinations.

**Hybrid Class:** Half of our class time is allotted to online learning. During our face-to-face meetings, you will be assessed over the material covered since the last quiz. All exams will be face-to-face. It is your responsibility to print notes, view videos and complete homework on a daily basis. Monday and Wednesday’s lessons will be taught online in a video format. Tuesday and Thursday’s lessons will be taught during the face-to-face class. All assignments must be printed, completed in a paper/pencil format, scanned and uploaded as a PDF into Blackboard.

**Grading Policy:**

Homework/Quizzes/Lab Assignments 10%  
 8 Unit Exams 72%  
 Final Exam 18%

**Homework/Quizzes/Lab Assignments/Binder Checks:**

- Each homework assignment must be submitted through a GradeScope app as a SINGLE PDF document. Work the problems early enough to seek help if needed. You should expect to spend as much time outside of class as you do in class practicing homework problems and studying. Absolutely no late homework assignments will be accepted.
- Quizzes will be given during almost all class periods to demonstrate that you have practiced the skills from the previous class/classes. Make-up quizzes will not be given and a zero will be given.
- Periodically, lab assignments will be given, completed, and turned in during a class period. If absent, a zero will be given.
- All students will keep a binder which will be used as a reference and study guide. Your binder should be brought to class every day! Neatness and organization of a 3-ring binder are important.

**Exams:** There will be 8 unit exams given and a comprehensive final. Dates for the exams are on the course calendar. If for any reason you are going to miss an exam, you must contact us PRIOR to class time. Make-up exams will be given at the discretion of the instructor. Once you begin an exam, you will not be able to leave the classroom until the exam is submitted for grading. If classes are moved to an online format, exams will be videoed.

**Grading Scale:**

**MATH 0314:** Pass / Fail

**MATH 1314:** A 90-100            B 80-89            C 70-79            D 60-69            F below 60

If you make a grade of A, B, or C in MATH 1314, your grade in MATH 0314 will be P (Pass). However, if you COMPLETE THE COURSE, and make a grade below C in MATH1314, then your grade for the 0314 course will be assessed at your instructor's discretion. If you pass MATH 0314 but not the MATH 1314 portion of the course, you will be able to register for MATH 1314 in future semesters.

**Student Responsibilities and Expectations:**

1. Read the syllabus.
2. Check your email.
3. Come to class on time and prepared to learn. (Pencils, homework, notebook, calculator)
4. Print the necessary notes and assignments.
5. Take notes, participate in class, and complete course assignments early enough to seek help if needed.
6. Food and drink are not allowed in class, with the exception of bottled water.
7. Cell phones and any other electronic devices must be silenced and put away before entering the classroom. The only use of these devices will be to scan and turn in work. Other use of these devices during class will result in a zero for that day's quiz, homework, or exam.

**Resources:**

- Blackboard is the online course management system that will be used for this course. The course syllabus, handouts for notes, reviews, as well as any other class handouts can be accessed through Blackboard. Your grades will also be posted there. You will want to check Blackboard regularly.
- Free tutoring is available in M116 on the Levelland campus. Hours for the tutors will be posted by the door of M116.
- We are available to help you! Feel free to come by during our office hours or email us at [kalbus@southplainscollege.edu](mailto:kalbus@southplainscollege.edu) or [kthompson@southplainscollege.edu](mailto:kthompson@southplainscollege.edu).

**Tutoring:**

SPC Tutors Tutoring is FREE for all currently enrolled students. Make an appointment or drop-in for help at any SPC location or online! Visit the link below to learn more about how to book an appointment, view the tutoring schedule, and view tutoring locations. <http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>

Tutor.com You also have 180 FREE minutes of tutoring with Tutor.com each week, and your hours reset every Monday morning. Log into Blackboard, click on the tools option from the left-hand menu bar. Click on the Tutor.com link and you will automatically be logged in for free tutoring. You may access tutor.com tutors during the following times:

Monday – Thursday: 8pm-8am

6pm Friday – 8am Monday morning

For questions regarding tutoring, please email [tutoring@southplainscollege.edu](mailto:tutoring@southplainscollege.edu) or call 806-716-2538.

**Use of Student Email:** The College provides a free, official, email account to all students to ensure efficient and secure communications between you and the College. Students will be required to use their college-issued email address to communicate with their instructor and all other college personnel, so it is easy to distinguish a student's email from spam. The College expects that students will utilize their college email addresses to send and receive communications with college personnel and will read email on a frequent and consistent basis.

**South Plains College**  
**Common Course Syllabus: MATH 0314**  
**Revised August 2021**

**Department:** Mathematics, Engineering, and Computer Science

**Discipline:** Mathematics

**Course Number:** MATH 0314

**Course Title:** College Algebra Support Course

**Available Formats:** conventional, hybrid, and internet

**Campuses:** Levelland, Reese, Plainview, Lubbock Center

**Course Description:** Math 0314 is to be taken concurrently with MATH 1314. Background topics which are necessary for a student to successfully complete MATH 1314 will be covered, with an emphasis on fractions, factoring polynomials, functions, exponents, and operating with radical and rational expressions.

**Prerequisite:** Minimum score of 340 on the TSIA1, minimum diagnostic score of 3 on the TSIA2, a successful completion with a grade of 'C' or better in MATH 0315, or a successful completion of NCBM-0105.

**Credit:** 3 **Lecture:** 3 **Lab:** 1

**Textbook:** *College Algebra with Intermediate Algebra: A Blended Course*, Beecher, Penna, Johnson, and Bittinger, 2018, 1<sup>st</sup> Edition, Prentice Hall/Pearson Education

**Supplies:** Please see the instructor's course information sheet for specific supplies.

**This course partially satisfies a Core Curriculum Requirement:** None

**Core Curriculum Objectives addressed:**

- **Communications skills**—to include effective written, oral and visual communication
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Empirical and quantitative competency skills**—to manipulate and analyze numerical data or observable facts resulting in informed conclusions

**Student Learning Outcomes:** Upon completion of this course and receiving a passing grade, the student will be able to:

1. Demonstrate and apply knowledge of properties of functions, including domain and range, operations, compositions, and inverses.
2. Recognize and apply polynomial, rational, radical, exponential and logarithmic functions and solve related equations.
3. Apply graphing techniques.
4. Evaluate all roots of higher degree polynomial and rational functions.
5. Recognize, solve and apply systems of linear equations using matrices.

**South Plains College**  
**Common Course Syllabus: MATH 1314**  
**Revised August 2021**

**Department:** Mathematics, Engineering, and Computer Science

**Discipline:** Mathematics

**Course Number:** MATH 1314

**Course Title:** College Algebra

**Available Formats:** conventional, hybrid, internet, and ITV

**Campuses:** Levelland, Reese, Plainview, Lubbock Center, and Dual Credit

**Course Description:** In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included.

**Prerequisite:** Minimum score of 350 on the TSIA1, minimum score of 950 on the TSIA2, a diagnostic score of 6 on the TSIA2, TSI-exempt status, a successful completion with a grade of 'C' or better in MATH 0320, or successful completion of NCBM-0114.

**Credit:** 3 **Lecture:** 3 **Lab:** 1

**Textbook:** *College Algebra with Intermediate Algebra: A Blended Course*, Beecher, Penna, Johnson, and Bittinger, 2018, 1<sup>st</sup> Edition, Prentice Hall/Pearson Education

**Supplies:** Please see the instructor's course information sheet for specific supplies.

**This course partially satisfies a Core Curriculum Requirement:** Mathematics Foundational Component Area (020)

**Core Curriculum Objectives addressed:**

- **Communications skills**—to include effective written, oral and visual communication
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Empirical and quantitative competency skills**—to manipulate and analyze numerical data or observable facts resulting in informed conclusions

**Student Learning Outcomes:** Upon completion of this course and receiving a passing grade, the student will be able to:

6. Demonstrate and apply knowledge of properties of functions, including domain and range, operations, compositions, and inverses.
7. Recognize and apply polynomial, rational, radical, exponential and logarithmic functions and solve related equations.
8. Apply graphing techniques.
9. Evaluate all roots of higher degree polynomial and rational functions.
10. Recognize, solve and apply systems of linear equations using matrices.

**Student Learning Outcomes Assessment:** A pre- and post-test questions will be used to determine the extent of improvement that the students have gained during the semester

**Course Evaluation:** There will be departmental final exam questions given by all instructors.

**Attendance/Student Engagement Policy:** Attendance and engagement are the most critical activities for success in this course. The instructor maintains records of the student's attendance and submission of assignments throughout the semester. The student is expected to attend at least eighty percent (80%) of the **total** class meetings **and** submit at least eighty percent (80%) of the **total** class assignments to have the best chance of success. If the student fails to meet these minimum requirements, the instructor may remove the student from the class with an X, upon their discretion, to help the student from harming their GPA. If the student can not receive an X, the instructor will assign an F.

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Missing in-text citations.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain an unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

**COVID Syllabus Statement:** If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu) or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu).

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

**Student Code of Conduct Policy:** Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

**Diversity Statement:** In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**Disabilities Statement:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

**Non-Discrimination Statement:** South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

**Title IX Pregnancy Accommodations Statement:** If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email [dburleson@southplainscollege.edu](mailto:dburleson@southplainscollege.edu) for assistance.

**Campus Concealed Carry Statement:** Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

**SPC Bookstore Price Match Guarantee Policy:** If you find a lower price on a textbook, the South Plains College bookstore will match that price. The difference will be given to the student on a bookstore gift certificate! The gift certificate can be spent on anything in the store.

If students have already purchased textbooks and then find a better price later, the South Plains College bookstore will price match through the first week of the semester. The student must have a copy of the receipt and the book has to be in stock at the competition at the time of the price match.

The South Plains College bookstore will happily price match BN.com & books on Amazon noted as *ships from and sold by Amazon.com*. Online marketplaces such as *Other Sellers* on Amazon, Amazon's Warehouse Deals, *fulfilled by Amazon*, BN.com Marketplace, and peer-to-peer pricing are not eligible. They will price match the exact textbook, in the same edition and format, including all accompanying materials, like workbooks and CDs.

A textbook is only eligible for price match if it is in stock on a competitor's website at time of the price match request. Additional membership discounts and offers cannot be applied to the student's refund.

Price matching is only available on in-store purchases. Digital books, access codes sold via publisher sites, rentals and special orders are not eligible. Only one price match per title per customer is allowed.

Note: The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.

Week	Date	Topic	Notes, Assignment
<b>Week 1</b>	Aug 29 – M	Course Introduction/ Integers, Fraction Multiplication & Division	Notes P1, Assignment P1
	Aug 30 – T	Fraction Addition & Subtraction, Order of Operations	Notes P2, Assignment P2
	Aug 31 – W	Solving Linear and Absolute Value Equations	Notes 1, Assignment 1
	Sept 1 – R	Solving Linear and Absolute Value Inequalities	Notes 2, Assignment 2
<b>Week 2</b>	Sept 5 – M	Labor Day Holiday	
	Sept 6 – T	Polynomials: Exponent Rules	Notes 3, Assignment 3
	Sept 7 – W	Polynomials: Add, Subtract & Multiply Factoring: GCF, Trinomials with a Coefficient of 1	Notes 4, Assignment 4 Factoring Flowchart/Tips
	Sept 8 – R	Factoring: Trinomials, Grouping & Special Products	Notes 5, Assignment 5 Chart of Squares and Cubes
<b>Week 3</b>	Sept 12 – M	Summary of Factoring/ Solving by Factoring	Notes 6, Assignment 6
	Sept 13 – T	Review 1	Review 1
	Sept 14 – W	<b>Exam 1</b>	
	Sept 15 – R	Multiply and Divide Rational Expressions	Notes 7, Assignment 7
<b>Week 4</b>	Sept 19 – M	Add and Subtract Rational Expressions	Notes 8, Assignment 8
	Sept 20 – T	Multiply, Divide, Add & Subtract Rational Expressions	Notes 9, Assignment 9
	Sept 21 – W	Solving Rational Equations	Notes 10, Assignment 10
	Sept 22 – R	Review 2	Review 2
<b>Week 5</b>	Sept 26 – M	<b>Exam 2</b>	
	Sept 27 – T	Simplifying Radicals/Rational Exponents	Notes 11, Assignment 11
	Sept 28 – W	Add, Subtract & Multiply Radicals	Notes 12, Assignment 12
	Sept 29 – R	Rationalizing Radical Expressions & The Complex Number System Part 1	Notes 13, Assignment 13
<b>Week 6</b>	Oct 3 – M	The Complex Number System Part 2 & Solving Radical Equations Part 1/Begin Review 3	Notes 14, Assignment 14 Review 3
	Oct 4 – T	Solving Radical Equations Part 2/ Complete Review 3	Notes 15, Assignment 15 Complete Review 3
	Oct 5 – W	<b>Exam 3</b>	
	Oct 6 – R	Functions Day 1	Notes 16, Assignment 16
<b>Week 7</b>	Oct 10 – M	Functions Day 2	Notes 17, Assignment 17
	Oct 11 – T	Function Operations, Compositions & Inverses	Notes 18, Assignment 18
	Oct 12 – W	Linear Functions: Slope & Graphing/Begin Review 4	Notes 19, Assignment 19 Review 4
	Oct 13 – R	Linear Functions: Equations, Parallel & Perpendicular Lines/ Complete Review 4	Notes 20, Assignment 20 Complete Review 4
	Oct 14 – F	Fall Break – no office hours	
<b>Week 8</b>	Oct 17 – M	<b>Exam 4</b>	
	Oct 18 – T	Solving Quadratics by Factoring and the Square Root Property	Notes 21, Assignment 21
	Oct 19 – W	Solving Quadratics by Completing the Square and the Quadratic Formula	Notes 22, Assignment 22
	Oct 20 – R	Graphing Quadratics	Notes 23, Assignment 23

<b>Week 9</b>	Oct 24 – M	Distance, Midpoint & Circles	Notes 24, Assignment 24
	Oct 25 – T	Review 5	Review 5
	Oct 26 – W	<b>Exam 5</b>	
	Oct 27 – R	Long Division & Synthetic Division	Notes 25, Assignment 25
<b>Week 10</b>	Oct 31 – M	Roots of Polynomials	Notes 26, Assignment 26
	Nov 1 – T	Graphing Polynomials	Notes 27, Assignment 27
	Nov 2 – W	Rational Functions	Notes 28, Assignment 28
	Nov 3 – R	Polynomial and Rational Inequalities	Notes 29, Assignment 29
<b>Week 11</b>	Nov 7 – M	Review 6	Review 6
	Nov 8 – T	Complete Review 6	Review 6
	Nov 9 – W	<b>Exam 6</b>	
	Nov 10 – R	Exponential & Logarithmic Functions (no calculator)	Notes 30, Assignment 30
<b>Week 12</b>	Nov 14 – M	Properties of Logarithms & Compound Interest	Notes 31, Assignment 31
	Nov 15 – T	Solving Exponential Equations	Notes 32, Assignment 32
	Nov 16 – W	Solving Logarithmic Equations	Notes 33, Assignment 33
	Nov 17 – R	Review 7	Review 7
<b>Week 13</b>	Nov 21 – M	<b>Exam 7</b>	
	Nov 22 – T	2x2 Systems, 3x3 Systems	Notes 34, Assignment 34
	Nov 23-25	Thanksgiving Holiday	
<b>Week 14</b>	Nov 28 – M	Non-Linear Systems	Notes 35, Assignment 35
	Nov 29 – T	Systems of Inequalities <i>Last Day to Drop a Course with a grade of W</i>	Notes 36, Assignment 36
	Nov 30 – W	Matrix Methods	Notes 37, Assignment 37
	Dec 1 – R	Review 8	Review 8
		Last day to drop a course with a grade of W	
<b>Week 15</b>	Dec 5 – M	<b>Exam 8</b>	<b>Exam 8</b>
	Dec 6 – T	Review for Comprehensive Final	Review for Comprehensive Final
	Dec 7 – W	Review for Comprehensive Final	Review for Comprehensive Final
	Dec 8 – R	Review for Comprehensive Final	Review for Comprehensive Final
<b>Week 16</b>	Dec 12 – M	<b>Final Exam</b>	10:15-12:15