

Math 0314 1314 - College Algebra with Support Course - Fall 2023

Jacqueline Fowler

I. Department Policies (Revised August 2021)

Department: Mathematics, Engineering, and Computer Science **Discipline:** Mathematics
Course Number: MATH 0314 and Math 1314 **Course Title:** College Algebra with Support Course

Available Formats: conventional, hybrid, and internet

Campuses: Levelland, Plainview Center, Lubbock Downtown 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. Math 1314 is an 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 340 on the TSIA, or a successful completion with a grade of 'C' or better in MATH 0315, or a successful completion of NCBM-0105.

0314 Credit: 3 **Lecture:** 3 **Lab:** 1

1314 Credit: 3 **Lecture:** 3 **Lab:** 1

This course partially satisfies a Core Curriculum Requirement:

0314 – None

1314 - 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:

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.

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 cannot 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.

II. South Plains College Policies

Student Code of Conduct Policy: Any successful learning experience requires mutual respect from the student and the instructor. Neither the instructor nor the student should be subject to others' rude, disruptive, intimidating, aggressive, or demeaning behavior. 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.

South Plains College policies concerning diversity, disabilities, non-discrimination, Title IX Pregnancy Accommodations, and Campus Concealed Carry Statements can be found here:

<https://www.southplainscollege.edu/syllabusstatements/>.

South Plains College policies, return to campus plan, and protocols regarding COVID-19 can be found here: <https://www.southplainscollege.edu/emergency/covid19-faq.php>.

*****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.**

III. Section C151 Course Policies

Instructor Information: Jacqueline Fowler B022 (LBK Downtown Center - Basement)
 806-716-4640 jfowler@southplainscollege.edu
 Office hours can be found in Blackboard.

Required Materials:

- MyMathLab student access (an e-textbook will be provided to you in MML)
- Calculator:
 - You may use a scientific calculator on all assignments.
 - Graphing calculators are not allowed at any point in this course.
- webcam separate from computer
- access to a reliable internet service
- a way to print and scan documents
- a device with the capability to participate in Zoom meetings with video and audio

Blackboard:

- Blackboard is an online course management system that SPC uses for course information.
- This course is supplemented online, so all course materials can be accessed through Blackboard.
- For questions regarding Blackboard support
 - Call 806-716-2180
 - Email blackboard@southplainscollege.edu.

MyMathLab:

- We will be using a math website called MyMathLab (MML) for all assignments.
- Go to this website to register: <https://mlm.pearson.com/northamerica/mymathlab/>
- Course ID: **fowler85091**
- When you register, you **must**
 - use your SPC email address when you register.
 - use your legal name as listed on my course roster and in Texan Connect. If your name does not match my roster, you will not receive a grade in this class until it is changed.

Communication:

- All emails need to be sent through your SPC email account to my SPC email account. Do **not** use your personal email.
- I will respond to all emails within 36 hours except on weekends.
- Do **not** email me more than once in 36 hours. Give me a chance to reply. After 36 hours, you may email me a second time.
- Emails sent to me after 12:00 pm on Friday may not receive a response until Monday morning.
- You **must** include your name and class on every email.
- Be professional in your messages. Do **not** use all caps or text language.

Dropping the class:

- You will need to submit a drop form online ([online drop form](#)) or you may visit the Student Services Office.
- **If you are taking this class with a relative or anyone that lives with you, you must notify me immediately. Failure to disclose this information could result in being dropped from the class with an X.**
- **If someone other than you logs into your Blackboard account, you WILL be dropped from this class immediately and receive an X.**

IV. Assignments and Grades

Grading Policy:

- Quizzes (Units 1,3,5,and 7) 6% each
- Quizzes (Units 2, 6, and 8) 12% each
- Midterm Exam 20%
- Final Exam 20%

Grading Scale:

- A: 90 – 100
- B: 80 – 89
- C: 70 – 79
- D: 60 – 69
- F: 0 – 59

Extension of deadlines: All assignments are located under the “REQUIRED ASSIGNMENTS” tab in MML. Please make note of all deadlines on the calendar in Blackboard. Assignments are open early with the due dates listed so you can plan accordingly to complete them on time. You should ALWAYS stay days ahead of schedule so that if you have any issues, it can be resolved before the deadline. **Issues cannot be resolved after the deadline. NEVER wait until the last day to complete an assignment.** Computers seem to have issues when you are in a hurry to meet a deadline. **Computer problems, mechanical failures, internet service provider issues, etc. do not constitute excuses for late submission of work. You must have a reliable computer and reliable internet service.** To be fair to everyone, assignments will NOT be accepted late for ANY reason, so do NOT even ask. **No exceptions!**

Tutoring: You have access to free tutoring through SPC. Click on the tutoring link in Blackboard for more information. If you visit with a tutor, please share with them the work shown in my videos, so they can help you with the correct steps.

Homework: Homework for every section can be found in MML under “Required Assignments”. You can save homework assignments, log out, and come back to work on them at any time. Homework is for practice only and will not be counted for a grade. If you miss a problem, or if you just want more practice, hit “similar exercise” at the bottom of the screen for a new problem to work. ****You should rework homework over and over to practice and be ready for quizzes and exams.**

Quizzes: There will be 7 Unit Quizzes. These are found in MML under “Required Assignments”.

- Quizzes for Units 1, 3, 5, and 7 will be taken through MML and will not be Proctored.
 - You may use your notes and homework on these quizzes, but any item in the list for cheating violations is prohibited, such as apps, cell phones, and other people.
 - Partial credit will not be given since you are allowed to use notes and homework.
 - You will be required to turn in your work within 10 minutes of submitting the exam. Work emailed more than 10 minutes after submitting the quiz will not be accepted and will result in points deducted for no work.
 - You are required to show your work on every problem using the guidelines below. Any question that does not have correct work shown will be counted wrong.
- Quizzes for Units 2, 6, and 8 will be taken through Blackboard and will be proctored.
 - Use the guidelines for proctored quizzes and exams.
 - You may use a notecard and a calculator on these quizzes, but any item in the list for cheating violations is prohibited, such as apps, cell phones, and other people.
 - Notes and homework are also prohibited on these quizzes.
 - A notecard will be provided to you in Blackboard. Using any other notecard is prohibited.
 - Partial credit can be earned once I look through your work.
 - You will be required to email your work to me on camera before you hit submit in Blackboard. Work emailed after submitting the quiz will not be accepted and will result in points deducted for no work.

- You are required to show your work on every problem using the guidelines below. Any question that does not have correct work shown will be counted wrong.
- All quizzes will be timed and must be completed during the time frame given. When time expires, all questions not completed will be counted wrong, and you will not be allowed to finish the quiz. If you do not complete a quiz by the deadline, you will receive a zero for the quiz. **There are no make-up quizzes.**
- In order to get the full amount of time on the quiz, you must start the quiz early. For example, if you start the quiz 10 minutes before the deadline, you will only have 10 minutes to complete the quiz. MML will submit your quiz at the deadline.

Exams:

- ❖ Two exams will be given this semester: The Midterm Exam and the Final Exam.
- ❖ You may use a notecard and a calculator. A notecard will be provided to you in Blackboard. Using any other notecard is prohibited.
- ❖ Any item in the list for cheating violations is prohibited, such as apps, cell phones, and other people. Notes and homework are also prohibited.
- ❖ You are required to show your work on every problem using the guidelines below. Any question that does not have correct work shown will be counted wrong.
- ❖ You are required to email your work to me within 10 minutes of submitting the exam. Work emailed more than 10 minutes after submitting the exam will not be accepted and will result in points deducted for no work.
- ❖ These exams will be timed and must be completed during the time frame given. When time expires, all questions not completed will be counted wrong, and you will not be allowed to finish the exam. If you miss taking your exam by the deadline, you will receive a zero for that exam. **There are no make-up exams.**
- ❖ In order to get the full amount of time on the exam, you must start the exam early. If you are late for class, you will forfeit the time you missed. For example, if you start the exam 10 minutes before the deadline, you will only have 10 minutes to complete the exam. MML will submit your exam at the deadline.
- ❖ The Midterm Exam may be used to replace a lower quiz grade on Units 1, 2, and 3. The Final Exam may be used to replace a lower quiz grade on Units 5, 6, 7, and 8.

Guidelines for showing your work: If any ONE of the following guidelines are not followed, your work may not be graded if I cannot read it.

- Make 1 column. Draw a line down the middle of your paper if needed.
- All problems are to be written down the left side of your paper.
- Use a pencil so you can erase any mistakes. Mark outs make a huge mess.
- Do not write on the back of the paper.
- Put your first and last name on the top of your paper. (Example: Fowler, Jacque)
- Put a title on your paper. (Example: Quiz 2)
- Always work DOWN your paper, and do not work problems to the right.

***Entering answers: If you go through the “How to enter answers” in MML and practice homework, you will know how to enter answers on all exams. **You must know the proper way to answer the questions.** If you are having problems entering answers, please contact me while doing homework so I can help.

V. Proctored Quizzes and Exams

Quizzes and Exams that will be proctored

- Quizzes for Units 2, 6, and 8
- The Midterm Exam
- The Final Exam

Proctorio: A program that will record you, your computer screen, and your workspace as you take some of your quizzes and exams. You will be required to use Chrome and download the Chrome extension.

*****There are passwords in MML, but there are no passwords in Blackboard, so if you are being asked for a password in Blackboard, then Proctorio is not working correctly.*** You need to go through the troubleshooting list in Blackboard.**

Guidelines for proctored quizzes and exams: If any ONE of the following guidelines are not followed, you will receive a zero on your quiz or exam.

- You must show your workspace in camera view during the entire exam. Your workspace is your desk area all the way up to the top of your head, not just your face.
- You must use a separate camera to show your workspace.
- You must put your cell phone face down in the camera view at all times and you are not allowed to use it during the exam. Once you pick up your cell phone to scan and email your work, you are NOT allowed to write anything else on your paper.
- Your calculator must be in the camera view at all times. You must include a picture of your calculator with your exam work.
- You are not allowed to have another person in the camera view.
- Hats and headphones of any kind are not allowed.
- You must have good light so you are easily seen in the video.
- Once you start working on the exam, you are not allowed to move out of the camera view during the exam.
- Once you are finished with the exam, while still on camera, you MUST scan your work as one PDF file with multiple pages and email it to me **as an attachment**.
 - I will not accept the following:
 - Any file that is not a PDF – no pictures!!
 - Any shared file – you must send as an attachment
 - Any file sent from your personal email – you must use your SPC email

*****Plug in your computer before starting an exam. If your battery dies, Proctorio will stop. If Proctorio stops recording before your quiz or exam is complete, your quiz or exam is over. You must email me the work you have completed immediately. Do not hold onto the work and email me asking to finish the exam. If your work was emailed within 10 minutes, I will grade what you have completed. If your work is emailed more than 10 minutes after recording stops, your work will not be accepted, and you will receive a zero on the quiz or exam.**

VI. Tentative Course Outline

Math 0314 1314 - C151

Fall 2023

Tentative Course Outline

Changes will be posted in Blackboard.

Deadlines are by NOON on the dates listed.

Week	Monday - Saturday	Sunday
1	Aug 28 - Sept 2 Unit 1	Sept 3 Quiz 1
2	Sept 4 - 9 Unit 2	Sept 10 Quiz 2
3	Sept 11 - 16 Unit 3	Sept 17
4	Sept 18 - 23 Unit 3	Sept 24 Quiz 3
5	Sept 25 - 30 Unit 4	Oct 1
6	Oct 2 - 7 Unit 4	Oct 8
7	Oct 9 Midterm	Oct 15
8	Oct 16 - 21 Unit 5	Oct 22 Quiz 5
9	Oct 23 - 28 Unit 6	Oct 29 Quiz 6
10	Oct 30 - Nov 4 Unit 7	Nov 5
11	Nov 6 - 11 Unit 7	Nov 12 Quiz 7
12	Nov 13 - 18 Unit 8	Nov 19
13	Nov 20 - 25 Unit 8	Nov 26
14	Nov 27 - Dec 2 Unit 8	Dec 3 Quiz 8
15	Dec 4 - 9 Unit 9	Dec 10
16	Dec 11 Final Exam	

November 30 --- Last day to drop this class