

*South Plains College*

***Math 0314 1314 - College Algebra with Support Course***

***Section C151***

***Summer 2022***

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## I. Department Policies

**Common Course Syllabus: MATH 0314 / Math 1314** (Revised August 2021)

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

**Discipline:** Mathematics

**Course Number:** MATH 0314

**Course Number:** MATH 1314

**Course Title:** College Algebra Support Course

**Course Title:** College Algebra

**Available Formats:** conventional/flex and internet

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

### Course Descriptions:

**0314 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.

**1314 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 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

### Learning Outcomes

**0314 Student Learning Outcomes:** Upon completion of this course and receiving a passing grade, the student will be able to:

1. Define, represent, and perform operations on real numbers.
2. Use order of operations and exponent rules to simplify an expression.
3. Add, subtract, multiply, and divide polynomials.
4. Recognize, understand, and analyze features of a linear equation and a function.

5. Recognize and use algebraic properties, concepts, procedures (including factoring), and algorithms to combine, transform, and evaluate absolute value, polynomial, rational, and radical expressions.
6. Identify and solve linear and absolute value equations.
7. Identify and solve linear inequalities.

**1314 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

**COVID:** It is the policy of South Plains College that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. There will be no requirement for face coverings at any location on any South Plains College campus or classroom. Faculty, staff, or students may continue to wear a mask voluntarily, but there will be no requirements for face coverings in any circumstance.

If you are experiencing any of the following symptoms please do not attend class and either seek medical attention or get tested 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

Consistent with the latest CDC recommendations, we have revised our guidance for students, faculty, and staff who have a known exposure or have tested positive. Anyone with a known exposure should wear a mask for 10 days and should seek a COVID-19 test on day five after exposure. If you test positive or develop symptoms, you should immediately self-isolate and seek a COVID-19 test. Please immediately notify your instructor, supervisor, and DeEtte Edens, Associate Director of Health and Wellness, any time you test positive for COVID-19. Anyone who tests positive is required to self-isolate for five days. Following the five-day isolation period, if you are asymptomatic or your symptoms are resolving, you may return to work or class but should wear a mask for five additional days. Contact DeEtte Edens at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu) or 806-716-2376 prior to your return date if you are still symptomatic.

**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 differences, 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.



An Academic Coach works directly with assigned faculty and students to create an inviting, engaging, and collaborative learning environment by tutoring, coaching, and mentoring struggling students.

What the academic coach can do:

- ✓ Assist the instructor by facilitating small group exercises or discussions.
- ✓ Provide students with academic tips and skills for success in the academic setting.
- ✓ Provide one-on-one tutoring with students who need extra academic support with class activities.
- ✓ Tutor students and answer questions during class or online.
- ✓ Lead discussions or short presentations from a personal, student prospective concerning how he/she was successful in the course, with an assignment, or with the development of a skill. This is only allowed to be done with the instructor present at all times.

What the academic coach cannot do:

- × Teach new concepts the course instructor has not already introduced.
- × Present lectures or demonstrations of skill development activities without the instructor present.
- × Grade assignments.
- × Access student grades.

#### Required Materials:

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>❖ MyMathLab Student Access Code               <ul style="list-style-type: none"> <li>○ included in tuition</li> </ul> </li> <li>❖ Printer access</li> <li>❖ Computer access</li> </ul> | <ul style="list-style-type: none"> <li>❖ Reliable Internet Service</li> <li>❖ scientific or graphing calculator               <ul style="list-style-type: none"> <li>○ TI-89, TI-92, and TI-Nspire are NOT allowed</li> </ul> </li> </ul> |
|---|---|

**Blackboard:** Blackboard is an online course management system that SPC uses for course information. For technical support, call 806-716-2180 or email [blackboard@southplainscollege.edu](mailto:blackboard@southplainscollege.edu).

**MyMathLab:** We will be using a math website called MyMathLab (MML) for all assignments. The cost of this will be added to the regular tuition and fees for the class through the TexBook program. More information on this can be found at <https://www.southplainscollege.edu/texbook.php>.

**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.

**Communication:** All emails need to be sent through your SPC email account to my SPC email account. I will respond to all emails within 24 hours. Emails sent to me after 10:00 am on Friday may not receive a response until Monday morning.

- You **must** include your name and class on every email.
- Do **not** use your personal email. (I will **only** respond to SPC email addresses.)
- Be professional in your messages.
- Do **not** use all caps.
- Do **not** use text language.
- Do **not** email me more than once in 24 hours. Give me a chance to reply.

- If you have not heard from me in 48 hours, that could mean I did not receive your email, so you should email me again.

**\*\*Netiquette:** Professionalism, respect, and courtesy are required at all times. **NO PROFANITY** under any circumstances in any situation. Confrontational behavior will NOT be tolerated, and you will be dropped from this course immediately to receive an F or X at my discretion.

**Dropping the class:** If you wish to drop this 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.**

**Grading Policy:**

- Participation 15 %
- Homework 25 %
- Exams 60 %

**Grading Scale:**

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

## IV. Assignments

**General Info / 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.** You must give me 24 hours to fix any issues. **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. To be fair to everyone, assignments will NOT be accepted late for ANY reason, so do NOT even ask. **No exceptions!**

**Computer Issues:** If your personal computer becomes “disabled”, there are computer labs on all SPC campuses which you may use to access this course. You may also find a public computer to do your work. **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.**

**Participation:** There will be several participation assignments in class or online throughout the semester. **Participation assignments will not be accepted late, and there are no make-ups.** One participation grade will be dropped at the end of the semester.

**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. You should not settle for less than a 100 on all homework assignments since you can rework all problems until you get them right. 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 exams.** There are also extra problems in Blackboard to help you prepare for exams. **Homework will not be accepted late, and there are no make-ups.** Five homework grades will be dropped at the end of the semester.

**Exams:** All exams will be taken online using the guidelines for online exams. At the deadline, MML will automatically submit your exam for you. This cannot be changed by me. That means if you start the exam 30 minutes prior to the deadline, MML will submit your exam 30 minutes later and you will not be allowed to finish. If you click out of the test or get kicked out for any reason, you will forfeit the chance to finish the problem you were working on at that time. For example, if you are working on number 3, and you get kicked out of the test due to a power outage, then when you return, you must start on number 4, and number 3 will be counted wrong. On Exam days, if you miss taking your exam online, you will receive a zero for that exam. **There are no make-up exams.** All exam grades will count in the final average.

\*\*\*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. Online Exam Policies

### Additional Required Materials:

- ❖ Webcam
- ❖ App for scanning

**Proctorio:** Online exams will be proctored using the Proctorio Program. The program will record you and your computer screen as you take your exam. You will be required to use Chrome and download the Chrome extension.

### Guidelines for online exams:

\*\*\*\*\* If any ONE of the following guidelines are not followed, you will receive a zero on your 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 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 on any exam.
- 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, you MUST scan your work as one PDF file with multiple pages and email it to me **as an attachment.**

\*\*\*Plug in your computer before starting an exam. If your battery dies, Proctorio will stop. If Proctorio stops recording before your exam is complete, 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 exam.

**\*\*\*There are no passwords on any exam in Blackboard, so if you are being asked for a password, then Proctorio is not working correctly.\*\*\***

## VI. Tentative Course Outline

**Math 0314 1314 - C151**

**SUMMER 2022**

Changes will be announced in class and posted in Blackboard.

**Deadlines are at NOON.**

Week	Monday	Tuesday	Wednesday	Thursday
1	June 6 2.1	June 7 2.2	June 8 2.3	June 9 2.4
2	June 13 3.1	June 14 3.2	June 15 3.3	June 16 3.4
3	June 20 3.5	June 21 <b>Exam 1 online</b>	June 22 4.1	June 23 4.2
4	June 27 4.3	June 28 4.4	June 29 4.5	June 30 5.1
5	July 4 5.2	July 5 5.3	July 6 5.4	July 7 <b>Exam 2 online</b>
6	July 11 6.1	July 12 6.2	July 13 6.3	July 14 6.4
7	July 18 7.1	July 19 7.2	July 20 7.3	July 21 7.4
8	July 25 7.5	July 26 <b>Exam 3 online</b>	July 27 8.1	July 28 8.2
9	August 1 8.3	August 2 8.4	<b>August 3</b> 9.1	August 4 9.2
10	August 8 9.3	August 9 9.4	August 10	August 11 <b>Exam 4 online</b>

**August 3 --- Last day to drop this class**