

**Course Syllabus: College Algebra**  
McCoy College of Science, Mathematics & Engineering  
Math 1233 Section 203  
Spring 2022

Contact Information

Instructor: Dr. Dawn Slavens

Office: BO 118L Bolin Science Hall

Office hours: Mon. 2 – 3 PM; Tues & Thurs 8:45 – 10 AM; Wed. 10 – 11:30 AM

Note: The above office hours will be held in-person. Please be considerate and wear a face mask when attending an in-person office hour. I will have disposable face masks available in my office. If you choose to not wear a face mask, please maintain a social distance of at least 6 feet. In addition, by emailing me you may schedule an appointment to meet with me virtually through Zoom during an office hour listed above or at a different, mutually agreeable, time. If you have scheduled an appointment to meet with me through Zoom, you will enter the meeting by clicking on the Zoom Meeting Link from the D2L Course Home page. To attend a Zoom meeting with me, you need to have made an appointment, as I do not automatically turn Zoom on for office hours.

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Course Description

In-depth study of polynomials, rational, radical, exponential and logarithmic functions, including applications for these functions and methods for solving related equations and inequalities. Additional topics, such as systems of linear equations, may be included. (This course is designed for students planning to take additional mathematics.)

Class Meeting Days, Times, Location

Mondays, Wednesdays, Fridays, 9:00 am – 9:50 am, in BO 109

**Required:** MyMathLab for the text College Algebra with Modeling and Visualization, sixth edition, by Rockswold. Required digital materials for this course are part of the Courseware Access and Affordability Program at MSU Texas. Students are charged for required course materials on their student account with the Business Office. Information about the price of the materials through this program is included as a newsfeed item in the D2L course. In addition, any student who wishes to opt-out of the Program and purchase the required course materials on their own may do so. Opt-out instructions will be sent to your my.msutexas.edu email address on the second day of classes. The opt-out instructions email will come from the MSU Bookstore. Please contact the

MSU Bookstore (940) 397-4303 if you have any questions about the Courseware Access and Affordability Program or the opt-out process.

An electronic copy of the textbook is available in the MyMathLab course in which you will enroll.

For students that want a physical copy of the textbook, once you enroll in the MyMathLab course, an optional loose-leaf print copy of the textbook may be purchased directly through Pearson at a cost of approximately \$138.66. I am not recommending this, but if you really want one, it is available. Information about how to order the optional loose-leaf copy of the textbook is in the course newsfeed.

**Calculator Requirement:** You must have either a scientific calculator (recommended) or a graphing calculator. An inexpensive scientific calculator that is sufficient for this course is the TI 30X IIS, though any scientific calculator will be okay for this course. If use a graphing calculator, it must be a non-CAS graphing calculator. The TI-84 is an example of a non-CAS graphing calculator. Bring your calculator with you to each class meeting.

Textbook & Instructional Materials

#### Enrolling in and Accessing MyMathLab from within D2L

1. To register into your course materials for this course, from within the D2L course click the Pearson MyLab and Mastering "widget/link" that is located on the right side of the D2L Course Home page.
2. After clicking the link mentioned in 1.) above, enter your Pearson account **username** and **password** to link your Pearson and D2L accounts. (You have a Pearson account if you have ever used a Pearson MyLab & Mastering product, such as MyMathLab, MyITLab, MySpanishLab, MasteringBiology or MasteringPhysics.) If you don't have a Pearson account, select **Create** and follow the instructions.
3. Enter this access code: WMRCMV-PUREE-FAIRY-SNUBS-FIORI-VIRES

(This code has been paid for through your financial account and offers a discount that has been negotiated by your university through the **Courseware Access and Affordability Program**. If you have a different access code to use, then be sure to opt-out of the **Courseware Access and Affordability Program** and use the access code you purchased from another source. The access code you purchased from another source must be specific to the text *College Algebra with Modeling and Visualization, sixth edition, by Rockswold*.)

4. Please register for MyMathLab on the first day of class. If you experience any technical issues, then try using Chrome before you do anything else. Pearson products are supported best through the Chrome browser. If you have any trouble with the registration process, be sure to let Dr. Slavens

know. It is the student's responsibility to get registered, but if I can help you resolve any technical issue, I will do so.

### Grading

Course Grade – Your grade will be based on Homework (mostly done in MyMathLab), Quizzes (in class or within MyMathLab), and Exams.

Table 1: Shows the weight of each category in computing your overall course average.

Assignments	Weight
Adjusted Homework Average	6%
Quizzes	14%
General Exams	60%
Cumulative Final Exam	20%

Table 2: Total percentage points needed for final course grade

Grade	Percentage Points
A	90 and above
B	80 - 89
C	70 - 79
D	60 - 69
F	Less than 60

Note: Math is learned through a lot of practice. You may read solutions to example problems in the text or on the web or from notes you have taken during class, but until you do a significant amount of practice implementing the processes illustrated, both explicitly and implicitly, within those examples, you will not create for yourself the knowledge and skill that you are expected to achieve by taking a College Algebra course. Therefore, it is important that you create a daily schedule for yourself that allows you adequate time to spend working assigned homework problems. Since this is a 3 credit-hour course, you should expect to spend 6 to 9 hours per week outside of class working on learning the content of this course. Most of those hours should be spent working assigned homework problems. To encourage you to do your own homework for the purpose of learning, and to discourage you from using resources with Computer Algebra Systems, such as Mathways or Symbolab, your Adjusted Homework Average will be the lower of your MyMathLab Homework Average and 125% of the Average of your General Exams.

### Taking Class Notes

You are expected to take notes during class lecture, or if a portion of a lecture is given through videos, then while watching the videos. Good notes can be a helpful resource for you as you are working assigned homework problems and as you are preparing for quizzes and exams. When a video lecture is assigned for you to watch for the purpose of completing a set of note, I may collect your

notes over the video lecture and the collected notes may be scored as a quiz grade.

### Homework

MyMathLab is the homework platform used for this course. Homework problems will be assigned over each section of the book that is covered in class. For some sections, assigned problems will be broken up into multiple homework assignment sets. There are due dates given within MyMathLab for each assignment. Each due date time is the start of class on the day the homework is due. Students may work on an assignment past the due date until the start of the next class, but there will be a 25% penalty on any problem completed during this late period. Problems within a homework assignment that are completed before the time the assignment is due are awarded full credit. Once an assignment has passed its final due date, you may access it through the MyMathLab gradebook and work on problems within the assignment without changing your grade on the assignment. You are required to show work on most homework problems. Keep a homework notebook with completed work for each homework assignment. In your homework notebook, label each assignment with the MyMathLab assignment name. Within that assignment, label problems requiring work with their corresponding problem numbers. Always bring with you to class your homework notebook. The instructor may collect work for any homework assignment and grade the submitted work. MyMathLab automatic scores may be changed by the instructor after grading submitted work for a homework assignment. Graded work on a MyMathLab homework assignment may also be scored as a quiz grade. I may choose to collect the work for any homework assignment from some students without collecting it from all students. If I ask for your work for a particular assignment, and if you fail to turn it in, then your MyMathLab score for that assignment will become a zero.

### Quizzes

There will be quizzes given in class. Quizzes will be short, and you will be limited to 10 or fewer minutes to complete them. Problems on quizzes will be similar to those on homework. Make-up quizzes will not be given for any reason, regardless of the reason for missing the quiz. If you are absent and if I have excused your absence, I may give you "no score" for the quiz instead of a score of 0. Excused absences generally require timely documentation of illness, personal emergency, or university approved activity. Scheduling a routine doctor appointment or other non-emergency type of appointment during class time does not constitute an excused absence.

The first assigned quiz is an online quiz over information within this syllabus. This quiz is administered through D2L. A student who fails to take this quiz will receive a 0 for the quiz. The deadline for completing the syllabus quiz is 5:00 pm on Friday, January 14<sup>th</sup>.

## Exam Dates

Tentative exam dates are as follows:

Exam 1: Monday, February 7

Exam 2: Wednesday, March 2

Exam 3: Monday, April 4

Exam 4: Wednesday, April 27

Final Exam: Wednesday, May 4<sup>th</sup>, 1:00 – 3:00 PM

If the MSU campus returns to Phase I or II, you may be required to take some exams using ProctorU. The cost of a 60-minute exam taken through ProctorU is approximately \$17.50. The cost of a 2-hour exam is approximately \$25.

## Make-Up Exams

Make-up exams are not generally given; however, such exams may be given for an absence that is a result of a documented medical or personal emergency. If an exam is going to be missed due to an approved university activity, the student should request to take the exam early. For missed exams, timely notification (for emergencies, on or before the scheduled day of the exam, and for approved university activities, a week prior to the scheduled day of the exam) is necessary to receive consideration to make-up the exam or take the exam early. Once graded exams have been returned to the class, which usually occurs during the class meeting following the day of the exam, it will no longer be possible to make-up a missed exam. No student will be allowed to make-up more than one exam during the semester. No exams may be made up due to a student scheduling a vacation on a day when classes are in session.

## Desire-to-Learn (D2L)

You can log into [D2L](#) through the MSU Homepage. On D2L I will post the following:

- Announcements and occasional reminders.
- Links to video lectures that I assign you to watch.
- General exam review problems.
- Your grades on exams and quizzes, as well as periodically your Adjusted Homework Average. Your Adjusted Homework Average will be updated after every exam. In the "Grading" section of this syllabus there is an explanation for how your Adjusted Homework Average is calculated.

I recommend the mobile Brightspace Pulse App. It will allow you to have quick access to anything posted within D2L.

## Academic Misconduct Policy

All work that you submit for this course that contributes to your course grade must be your own work. Any evidence that you submitted work that is not your

own is considered an act of academic dishonesty. An act of academic dishonesty will be reported to the university and will result in one of the following academic sanctions:

- Receiving a 0 on the homework, quiz, or exam.
- Receiving a 0 for your entire quiz average for the semester (14%) or the entire adjusted homework average for the semester (6%).
- Receiving an F in MATH 1233 that will remain permanently on your transcript and within your MSU GPA.

When taking an exam or quiz you are to never receive outside help of any sort. On homework, you may get assistance from others, but you are responsible for understanding what you submit to be graded, and further, no two students are ever to turn in work that appears to be identical. Teachers can detect when a student is copying homework from someone else in the class. Never let someone borrow your work. If you want to help someone understand how to work a problem, talk to them, and give them advice or pointers, but never give them your completed work. In addition, copying solutions from online resources or using online resources that will work a problem for you is considered an act of academic misconduct. The university's academic dishonesty policy can be found in the [student handbook](#).

#### Cell Phone and Earbud Policy

Earbuds are to be removed and cell phones silenced and stored no later than one minute prior to the time class is to start. Stored cell phones are to be placed in a bag/backpack (not on your leg or under your leg or on your chair, etc.) or placed face down on the desk/table in front of you. A student with a cell phone that is not appropriately stored or placed face down on the desk/table or having earbuds in their ears will be considered to be using the cell phone and will automatically be counted as absent from class. In addition, using a cell phone during a test or quiz or having earbuds in your ears will result in a grade of zero on the test or quiz, as well as possibly other penalties under the academic misconduct policy. The penalty of a zero may also apply if your cell phone goes off (texts, calls, alarms, etc.) during a test or quiz.

#### Punctuality and Attendance Policy

Midwestern State University's Attendance Policy, which is contained in the MSU Student Handbook, states that students are expected to attend all meetings of the classes in which they are enrolled. Among other things, the policy covers the university's position on authorized absences, including who students should contact to inform faculty in cases of personal emergency or illness requiring hospitalization or prolonged absence. You may wish to review MSU's Class Attendance Policy within the [Student Handbook](#).

Students should make every effort to arrive to class on-time and remain for the entire class period. Students entering and exiting the classroom while class lecture is occurring disrupts the classroom environment. Apart from an infrequent emergent situation, please do not leave in the middle of class or arrive substantially late to class.

In particular, what you need to know about being late to this class:

1. You will be considered late if you arrive late but within the first five minutes of class.
2. Three late arrivals are considered an absence. Five late arrivals will be considered as two absences. Each late arrival after the fifth will be considered as an absence.
3. Do not leave class in the middle (to go get a drink or go to the restroom) unless it is an emergency. Any student who leaves in the middle of class and returns will be counted as late or absent for that day's class, depending on the length of time the student has been out of the classroom.

In particular, what you need to know about being absent from this class:

1. Any student who leaves class early without the permission of the instructor will be counted as absent.
2. Any student physically present but not mentally present and engaged in class will be counted as absent.
3. A student who arrives more than five minutes late will be counted as absent.
4. Any student that violates the Cell Phone and Earbud Policy will be counted as absent from class.
5. A student that is counted absent from class will receive a 0 on any work submitted during that day's class.
6. A student who accumulates more than three unexcused or more than five total (excused and unexcused combined) absences may be instructor dropped from the class with a grade of WF or F. Students that accumulate the number of absences mentioned above will receive at their D2L email address an email from the instructor notifying them that they will be instructor dropped from the course with one of the grades mentioned above. Any student receiving such an email that wishes to appeal to the instructor that they not be instructor dropped must, within two business days of receiving the email, schedule a meeting with the instructor to discuss their attendance and progress in the course. Failure to schedule a meeting or failure to attend the scheduled meeting will result in the student being instructor dropped from the class.

7. A student who is required to quarantine or self-isolate should email the professor to make a plan for the best way to stay caught up in the course during the extended absence. Absences accrued during quarantine or self-isolation will count as absences; however, joining the class through Zoom may be an option. If joining the class through Zoom is not an option, the professor may be able to provide the student with written notes for the missed lectures. Any student who is required to quarantine or self-isolate must go through the proper channel of notifying the university in order for the absences be considered as excused.

### Technology Requirements

If MSU moves back to a prior Phase (See MSU Texas Task Force to Return to Campus document for Phase descriptions), you will be required to have access to technology that allows for online proctoring. You can find more information on these requirements on page 16 of the [MSU Texas Task Force to Return to Campus](#) document. You will need access to a computer with a webcam (not a Chromebook nor a cell phone nor an iPad nor an android tablet) that will allow for downloading the appropriate software needed for the online proctoring.

### Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

When you need help with this course, where can you go?

1. To your professor
  - See your professor's office hours and related "note" on page one of this syllabus.
  - You should have with you both your notes and all of the related work that you have done over the topics you are seeking help with when attending an office hour for the purpose of getting help with course content.
2. To the *Tutoring and Academic Support Program (TASP)*. TASP is located in Moffett Library and offers one-on-one tutoring in math as well as other courses. You can find out more about their services by visiting their office



or searching *TASP* on the MSU website. TASP also offers a Math, Science, and Writing Homework Help Lounge Sunday through Thursday, 2:00 pm-9:00 pm. These services are free to students (included with the fees you have already paid) and are offered this semester starting January 18<sup>th</sup> and ending April 28<sup>th</sup>.

#### Campus Carry Rules/Policies

Senate Bill 11 passed by the 84<sup>th</sup> Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective August 1, 2016. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the University's webpage at [Campus Carry Rules and Policies](#).

#### Notice

Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.