

**Course Syllabus: College Algebra**  
McCoy College of Science, Mathematics & Engineering  
Math 1233 Section 1R1  
Math 0233 Sections 1R1 and 1R2  
Fall 2019

Contact Information

Instructor: Dr. Dawn Slavens  
Office: BO 113A  
Office hours, see office location above: Monday, Wednesday, Friday; 10:30-11:30; Tuesday, Thursday 1:30-2:30; **Thursday 4:00-5:00 (in Math Help Lab, Bolin 109)**  
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Instructor: Dr. Linda Fosnaugh  
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Office hours, see office location above: Monday, Wednesday, Friday 8:00-9:00; Monday, Wednesday 1:00-2:00, **Tuesday 4:00-5:00 (in Math Help Lab, Bolin 109)**  
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Course Description

Equations, inequalities, polynomials, rational expressions, exponents, logarithms, radicals, functions, graphs. (This course is designed for students planning to take additional mathematics.)

Class Meeting Days, Times, Location

Monday, Wednesday and Friday, 9:00 am – 9:50 am, in BO 101 and  
Tuesday and Thursday, 8:00am – 9:20 am, in BO 103 for 0233.1R1  
Tuesday and Thursday, 9:30 am – 10:50 am, in BO 103 for 0233.1R2

Textbook & Instructional Materials

**Required:** MyMathLab access code for the text College Algebra with Intermediate Algebra, first edition, by Beecher, Penna, Johnson and Bittinger.  
**How to Register for MyMathLab:** Registration for MyMathLab must be done through D2L for this course. Within D2L there is a folder titled *Video Links for Registering for the MyMathLab Component of this Course*. Click on this folder, and then click on the sub-folder titled *Pearson's MyLab and Mastering Registration Using Desire2Learn*. Next click on the link and watch the video to learn how to register for MyMathLab from within D2L. After watching the video, complete your registration into MyMathLab. When registering for MyMathLab you will need to purchase an access code using a credit card or PayPal, unless you have already purchased one through the bookstore. However, on the webpage

where you enter or purchase your access code you will see a link for obtaining **free access for 14 days**. We strongly recommend this option.

Additional Information: There is an eBook within MyMathLab, so purchasing a print copy is totally optional. If you want a loose-leaf book you can purchase a bundled package directly from Pearson that will include a loose-leaf copy of the book and a MyMathLab Access Code.

Calculator Requirement: You must have a scientific calculator such as a TI30XS. Bring your calculator with you to class daily. Note that some tests/quizzes may be taken without a calculator.

#### Study Hours and Tutoring Assistance

The *Math Department* offers a Math Help Lab for 14 hours per week. The schedule and location are:

Math Help Lab: Monday, 1:00pm – 5:00 pm, in BO 109

Math Help Lab: Tuesday, 2:00pm – 5:00 pm, in BO 109

Math Help Lab: Wednesday, 1:00pm – 5:00 pm, in BO 103

Math Help Lab: Thursday, 2:00pm – 5:00 pm, in BO 109

The *Tutoring and Academic Support Program (TASP)*, located in McCullough Hall, offers additional 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.

#### Homework

Homework will be assigned over each section of the book that is covered in class. Homework will be completed within MyMathLab. Due dates will be assigned and will be included with each assignment within MyMathLab. When we have completed a section of material in class, the homework for that material will be due by the start of our next class meeting. Keep worked out solutions in a homework binder or spiral. The homework notebook may be checked periodically.

#### Late Homework

There are due dates given within MyMathLab for each assignment. Each due date time is 9 am on the day the homework assignment is due. Students may work on an assignment past the due date for up to three additional days, but there will be a 20% penalty on any problem completed during this late three-day 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.

## Quizzes

Quizzes will be given every week. Some quizzes will be given within MyMathLab and others will be given on paper. The quizzes will be short and you will be limited to 10 or fewer minutes to complete. Problems on the quizzes will be similar to those on homework or worked during class lectures. Make-up quizzes will not be given.

The first quiz will cover material from the syllabus and will be administered on D2L. A student who fails to take this quiz will be required to read the syllabus aloud to the instructors and answer questions for a maximum quiz grade of 50%. A student who does not take the syllabus quiz and does not read the quiz to the instructors by September 9 will have a 10% deduction from their quiz average at the end of the semester.

## Exams

There will be five exams and one comprehensive final exam. The tentative exam dates are as follows:

Exam 1: September 13

Exam 2: October 4

Exam 3 (Midterm): October 22

Exam 4: November 12

Exam 5: December 4

Final Exam: Saturday, December 7, 2019, 10:30am – 12:30pm.

## 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.

## Grading

Course Grade – Your grade will be based on Homework (done in MyMathLab), Quizzes (in class or within MyMathLab), and Exams. Grades for each of the classes will be calculated using the following weights. The standard 90-80-70-60 grading scale will be used to assign course grades.

	Math 0233	Math 1233
Homework	8%	8%
Quizzes	14%	14%
Exam 1	24%	5%

	Math 0233	Math 1233
Exam 2	24%	9%
Exam 3 (Midterm)	30%	14%
Exam 4	0%	14%
Exam 5	0%	14%
Final Exam (1233)	0%	22%

\*\*Note that your homework grade will be computed using the following formula.

Homework =  $\min(\text{MML Homework average}, 125\% \text{ of quiz average})$

\*\*Note that there is no extra credit given in these courses.

#### Desire-to-Learn (D2L)

You can access MyMathLab through the MSU D2L program. You can log into [D2L](#) through the MSU Homepage. On D2L we will post any announcements and reminders that we feel will be helpful as we go through the semester. We also plan to post any handouts given out in class. We may also post links to math videos that we think may help you in learning course content. We will also post grades within D2L. We will sync your MyMathLab grades into D2L every few weeks.

#### Attendance

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. With regard to this class, any student who accumulates more than three absences at any time in the semester may be instructor dropped from both Math 0233 and Math 1233 with grades of F. In such cases, an email will be sent to the student using the student's email within D2L, as well as within MyMathLab, notifying the student that they should schedule an appointment to meet with the instructors to discuss their class attendance and possibly avoid the instructor drop with grades of F. The student has 48 hours from the time of the email to schedule a meeting with the instructor. Failure to schedule a meeting or failure to attend the scheduled meeting will result in dismissal from both classes with grades of F.

Any student who leaves class without the permission of the instructor is considered to be absent for the class period and any work submitted will not be graded. Any student caught doing work for another class, or being physically present but not mentally present and engaged in class, will be asked to leave and will be counted absent. A student who arrives more than fifteen minutes late is considered absent. Three late arrivals are considered an absence. A student who accumulates more than three absences and is not instructor

dropped from the course with grades of F (see above) will lose 1% for each absence beyond the third from their final course average for both Math 1233 and Math 0233.

#### Student Initiated Drop from Math 0233 and Math 1233

Students who are enrolled in Math 0233 because they are not TSI-complete in mathematics are not allowed to drop either course until the week of October 21<sup>st</sup>. Further, the last day to drop any course on campus is Monday, October 28<sup>th</sup>, by 4 pm.

Since Math 0233-1R# and Math 1233-1R# are co-requisite classes, students who drop Math 0233 must drop Math 1233. Grades for Math 0233 will be finalized before October 28. Between October 21 and October 28, a student may drop Math 1233 without dropping Math 0233.

#### How to become TSI complete Algebra Based

Students who complete Math 0233 with a C or better will be TSI-complete Algebra-based at end of the fall semester. Math 1233, College Algebra, is a college-level core math course. Passing Math 1233 will satisfy the university's core math requirement. Earning a C or better is required to enroll in any math course in which College Algebra is a prerequisite.

Note: A student that does not attain TSI-complete status will be required to enroll in a developmental math class until such status is attained.

#### Adhering to Scheduled Class Time

Students should make every effort to arrive to class on time and remain for the entire class period. Arriving late and leaving early is a disruption to the instructors and to fellow students. Emergencies should not be regular occurrences. If you have a medical condition that warrants needing to leave class on a regular basis, please talk to one of the instructors and provide her with a doctor's note indicating such. Moreover, do not leave class in the middle to go get a drink or go to the restroom unless it is an emergency. Leaving in the middle of class will be counted as a tardy.

#### Academic Misconduct Policy

All work that you do that contributes to your course grade must be your own work. Any evidence that you submitted work that is not your own will result in receiving a grade of zero on the submitted work and possibly an F in the course. You may work together on homework, 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 advise or pointers, but never give them your completed work. In addition, copying solutions from online resources is considered cheating.

### Cell Phone Policy

Please turn these off or place on silent and put them away prior to the beginning of class. Use of a cell phone or any other electronic device during class may result in the student's dismissal from class for the remainder of the period, in which case the student is counted absent and any graded work turned in on that day will receive a grade of zero. If the student is allowed to remain in class, the instructors may confiscate the cell phone for the duration of the class. Continued violation of the no cell phone use policy may result in a referral to the Dean of Students and/or the student may be withdrawn from the class by the instructor. Using a cell phone during a test or quiz will result in a grade of zero on the test or quiz, and you may receive further penalties under the academic misconduct policy.

### 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](#).

### 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](#).