

Course Syllabus: Calculus I
McCoy College of Science, Mathematics & Engineering
Math 1634 Section 103
Fall 2021

Contact Information

Instructor: Dr. Dawn Slavens

Office: BO 118L

Office hours: Mon. 9 – 10 AM & 2 – 3 PM; Tues & Thurs 3 – 4 PM; Fri. 9 – 10 AM

Note: The above office hours will be held in-person. Please consider wearing a face mask when attending an in-person office hour. If you choose to not wear a face mask we will need to 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.

Office phone: (940) 397-4013

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Class Meeting Days, Times, Location

Mondays, Tuesdays, Thursdays & Fridays, 11 – 11:50 AM, in Dillard 338

Catalog Information

Description: Differentiation of functions of one variable with applications, integration including simple substitution and numerical evaluation, and applications of integration. Each student must have a graphing calculator.

Textbook & Instructional Materials

Required: WebAssign for the text Calculus, Early Transcendentals, 9th Edition, by Stewart, Clegg and Watson. 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. Any students who wish to opt-out of the Program and purchase the required course materials on their own must do so prior to **09/07/21**. Opt-out instructions are sent to students' official my.msutexas.edu email address after the first day of class. Please contact the MSU Bookstore if you have any questions about the opt-out process. Information for how to register for WebAssign is a news item within D2L.

Additional Information: There is an eBook within WebAssign, so purchasing/renting a print copy is optional. This course covers the content in Chapters 2 – 5 of the text. The content within Chapter 1 consists of prerequisite mathematics (content from College Algebra and Trigonometry or from Precalculus) for the study of calculus. Students are responsible for reviewing the content of Chapter 1 on their own. Some homework may be assigned from this chapter and questions from this chapter may appear on quizzes and exams.

Calculator Requirement: A non-CAS graphing calculator is recommended for this course. A student that does not have a non-CAS graphing calculator should have a scientific calculator. Certain quizzes and exams (or portions of exams) will be required to be completed without a calculator. A CAS graphing calculator may not be used on any quizzes or exams given in this course. Any student that attempts to use a CAS graphing calculator on a quiz or an exam will receive a zero on the quiz or exam. Further, additional penalties, as outlined under the Academic Misconduct Policy, may apply.

Grading

Course Grade – Your grade will be based on Homework (done in WebAssign), Quizzes (most will be in-class, some will be take-home or online), and Exams. Course grades will be calculated using the following category weights.

Categories	Weight
Adjusted Homework Average	5%
Quizzes	11%
General Exams	62%
Final Exam	22%

The standard 90-80-70-60 grading scale will be used to assign course grades.

Note: Math is learned through 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 Calculus I 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 4 credit-hour course, you should expect to spend 8 to 12 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 WebAssign 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

WebAssign 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. Due dates will be assigned and included with each assignment within WebAssign. In general, when I have completed going over the material for a particular section (or portion of a section) either in class or by assigned video, the homework for that section (or portion of a section) will be due by 11:59 pm on the day of our next class meeting. At the beginning of each WebAssign assignment is a list of problem numbers for which you are required to show your work. Keep a homework notebook with completed work for each of these problems. In your homework notebook, label each assignment with the WebAssign 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 particular homework assignment and grade the submitted work. WebAssign automatic scores may be changed by the instructor after grading submitted work for a homework assignment. Graded work on a WebAssign homework assignment may also be scored as a quiz grade.

Late Homework

When a WebAssign homework assignment is assigned, I strongly encourage all students to complete as much of the assignment as they can prior to the start of class time on the day it is due. Leaving the assignment open between class time and 11:59 pm on the day the assignment is due is to allow students' time to seek one-on-one help with problems they are having difficulty solving. For each WebAssign homework assignment, I have allowed for an automatic extension of up to 56 hours (2 days and 8 hours) for accessing and working on problems within the assignment. Automatic extensions are approved with a 20% penalty on the problems completed after the due date. With notice to the class, I reserve the right to reduce the automatic extension time or increase the penalty, as I feel is needed, to more strongly encourage students to complete as much of the assignment as possible by class time on the day the assignment is due. The reason for automatic extensions is to allow students even more additional time to seek help when it is needed. Please do not use automatic extensions as a reason to postpone starting to work on a WebAssign assignment.

Quizzes

Most quizzes will be given in-class, but some may be given through D2L or WebAssign. Quizzes will have a time limit. In-class quizzes will be short (approximately 10 minutes). Take-home/web-based quizzes will be longer, but not more than 30 minutes. 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 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 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, August 27th.

Exams Dates

Tentative exam dates are as follows:

Exam 1: Thursday, September 16th

Exam 2: Tuesday, October 12th

Exam 3: Tuesday, November 2nd

Exam 4: Tuesday, November 23rd

Final Exam: Tuesday, December 7th, 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 Exam Policy

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 one or two class meetings 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.
- Links to videos that I think you may find helpful as you work to learn the content of Calculus I.
- General exam review problems.
- Your grades on exams and quizzes, as well as periodically your Adjusted Homework Average.

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 (11%) or the entire adjusted homework average for the semester (5%).
- Receiving an F in MATH 1634 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 stored away or placed face down on the desk/table 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 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.
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 six 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 pending a student initiated meeting with the instructor. Any student receiving such an email that wishes to not be instructor dropped must within two business days of receiving the email have a meeting scheduled with the instructor to discuss their attendance. 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. In the event that joining the class through Zoom is not an option, the professor may be able to provide the student with written notes for that day's class.

Technology Requirements

In the event that 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 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 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. They offer one-on-one tutoring Monday through Thursday 11:00am-6:00pm and Sunday 2:00pm-9:00 pm. They also offer a Homework Help Lounge where you can work on math and get assistance from tutors as needed Sunday-Thursday 2:00-9:00 pm. These services are free to students (included with the fees you have already paid) and are offered this semester starting August 30th.

Campus Carry Rules/Policies

Senate Bill 11 passed by the 84th 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](#).