

Course Syllabus: Calculus I
McCoy College of Science, Mathematics & Engineering
Math 1634 Section 202
Spring 2021

Contact Information

Instructor: Dr. Dawn Slavens

Office: BO 118L

Zoom Office hours: Mon. & Wed. 9 – 10 AM AND Tues. & Thurs. 3:00 – 4:30 PM

There is an Office Hours Zoom Meeting Link on the D2L Course Home page.

You can also use this link to attend a meeting that you have scheduled with her.

Office phone: (940) 397-4013

E-mail: dawn.slavens@msutexas.edu

Class Meeting Days, Times, Location

Mondays, Wednesdays, Fridays 11:00 – 11:50 AM, in Dillard 338

Tuesdays, 11:00 – 11:50 AM, in Bolin 101

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 (01/27/21). 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 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 class. A student that does not have a graphing calculator should have a

scientific calculator. Certain quizzes and exams must be completed without a calculator. A CAS calculator may not be used on quizzes or exams.

Face Covering and other COVID-19 related Policies

Students are required to wear a mask/face covering while in this classroom. For the MSU Texas Facial Covering Requirement from the [MSU homepage](#) go to [COVID-19 information page](#), then to [Facial Covering Requirement](#). You are also expected to self-screen yourself (see page 36 of the [MSU Texas Task Force to Return to Campus](#)) for COVID-19 symptoms before leaving their residence each day. If you are concerned that you have COVID-19 symptoms or have had close exposure to COVID-19, self-isolate and follow the instructions given on page 36 of the [MSU Texas Task Force to Return to Campus](#) document. It is also important to email your professor and keep them informed.

Grading

Course Grade – Your grade will be based on Homework (usually done in WebAssign), Quizzes (in class or within WebAssign or D2L or from grading submitted work for problems done in a WebAssign HW), and Exams. Course grades will be calculated using the following weights. The standard 90-80-70-60 grading scale will be used to assign course grades.

Categories	Weight
Homework	5%
Quizzes	9%
General Exams	64%
Final Exam	22%

Taking Class Notes

You are expected to take notes during every class lecture, or if lecture is given through videos, then while watching the video lectures. These notes should be clear and legible so that you can refer to them while completing your homework or studying for the course.

Homework

Homework will be assigned over each section of the book that is covered in class. For some sections there will be multiple homework assignments. Homework will be completed within WebAssign. Due dates will be assigned and will be 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) in class, the homework for that section (or portion of a section) will be due by the start of our next class meeting. In addition, when you complete a WebAssign assignment, you will also be required to upload a legible copy of your work for the assignment into the corresponding assignment folder within D2L. For each assignment please upload your work in one pdf document. A free mobile app that can create a multiple page pdf is Adobe Scan, though I am sure there are

others as well. You can then upload the pdf from your phone to D2L by using the Pulse App. Any uploaded work may be graded for correctness, completeness, and consistency with the answers you submitted within WebAssign. When work for an assignment is graded, the grade you receive in WebAssign, which is based solely on final answers, may be adjusted. Further, a portion of the work for any WebAssign homework assignment may be graded and count as quiz grade. Additionally, not submitting the work for a WebAssign homework assignment may result in the WebAssign homework score being changed to a zero.

Late Homework

There are due dates given within WebAssign for each assignment. Each due date time is 11 am on the day the homework assignment is due. I have automatic extensions set up in WebAssign. You may only request an automatic extension for up to 48 hours after the time in which the assignment was due, and the extended time for completing the assignment will end 48 hours after the assignment was due. These automatic extensions are approved with a 20% late penalty on the problems completed after the due date. If you have been absent and were unable to complete homework due to illness or an emergency that resulted in you missing class, and if you have kept me informed and provided me documentation of the illness/emergency, then you may submit a manual extension request **through WebAssign** for the assignment. Manual extensions may be approved beyond the 48 hour window used for Automatic extensions. I will approve manual extensions sparingly, and you will need documentation of the illness/emergency that resulted in you being unable to complete the assignment by the due date.

Quizzes

Some quizzes will be given in-class and others will be given through WebAssign or D2L. Quizzes will have a time limit, with in-class quizzes being short (approximately 10 minutes) and other web-based quizzes being slightly longer. In addition, a portion of the submitted work for a WebAssign homework assignment may be graded and counted as a pop-quiz. Make-up quizzes will not be given.

The first quiz online quiz will cover material from the syllabus and will be administered through D2L. A student who fails to take this quiz will receive a 0 for the quiz. You have until 5:00 pm on Friday, January 15th, to complete the syllabus quiz.

Exams Dates

The tentative exam dates are as follows and are planned to be given in class. **If a student is approved by Dr. Slavens to take an exam outside of class due to quarantine/isolation, the exam day and time will be schedule with Dr. Slavens and proctored through Zoom:**

Exam 1: Wednesday, February 3rd

Exam 2: Friday, February 26th

Exam 3: Wednesday, March 24th

Exam 4: Friday, April 16th

Final Exam: Monday, April 26th, 10:30 am -12:30pm

If the MSU campus returns to Phase I or Phase 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 any announcements and reminders that I feel will be helpful as we go through the semester. I also plan to post any handouts given out in class. I may also post links to math videos that I either recommend or assign you to watch. I will also post grades within D2L. Your homework grade will be in WebAssign, and periodically your homework average will be transferred to the D2L gradebook.

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 the entire quiz grade for the semester (9%) or the entire homework grade for the semester (5% plus 0's on WebAssign Work Quizzes).
- 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](#).

Punctuality and 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](#).

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 instructor 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 the instructor and provide her with a doctor's note indicating such.

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 ten 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 without the permission of the instructor is considered to be absent for the class period and any work submitted will not be graded.
2. Any student caught doing work for another class, or being physically present but not mentally present and engaged in class, will be counted absent.
3. A student who arrives more than ten minutes late is counted absent.
4. 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.

5. A student who accumulates six absences may be instructor dropped from the class with a grade of F. In such cases, an email will be sent to the student using the student's email within D2L, notifying the student that they should schedule an appointment to meet with the instructor to discuss their class attendance, and possibly avoid the instructor drop with a grade 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 the class with a grade of F.

On days you are assigned/scheduled to attend class virtually you will be counted as being present provided you complete the following:

1. You attended the entire class virtually; late policies still apply.
2. You actively participated, taking notes as if you were physically in class and responding to any chats from the instructor or other students also attending virtually.

Other than the days you are assigned/scheduled to attend class virtually you may attend class virtually only if you are in quarantine/isolation. In this case, you must submit the COVID-19 Reporting Form for Students, which can be found at the following website: [COVID-19 Reporting Form for Students](#)

Since there is a delay between the time you complete the COVID-19 Reporting Form for Students and the time faculty are notified concerning your quarantine/isolation, please email me at least one hour before class if you are going to attend class virtually on a given day due to Covid-19 Reporting event. Once I am notified by MSU concerning your quarantine/isolation, you will no longer need to notify me that you will be attending class virtually.

To be counted present on a day in which you attend virtually due to quarantine/isolation you must meet all of the following criteria:

1. You must attend the entire class virtually, and late policies still apply.
2. You must be actively participating, which includes taking notes as if you were in class and responding to chats from the instructor and other students that are attending virtually.

Attending class virtually for a reason that is not covered above must be approved by the instructor to avoid being counted absent from class. Any request should be made more than one hour before class starts for consideration of approval.

Cell Phone Policy

Please turn these off or place on silent prior to the beginning of class. All cell phones must be placed face down on the desk/table in front of you or kept completely out of sight. Use of a cell phone or any other electronic device (including earbuds) 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 a student continues to violate this Cell Phone Policy an instructor referral to the Dean of Students will be submitted. If the violation again continues, the student will be instructor dropped from the class with a grade of F. 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. The penalty or a zero may also apply if your cell phone goes off (texts, calls, alarms, etc.) during a test or quiz.

Technology Requirements

Some quizzes and exams may be given online in this course. These quizzes and exams may be proctored. You are required to have access to technology that allows for online proctoring (such as the Respondus Monitoring and Lockdown Browser through D2L). You can find more information on these requirements on page 16 of the [MSU Texas Task Force to Return to Campus](#) document. In particular, you will need access to a computer with a webcam (not a Chromebook or a cell phone, ipads are compatible but not any other type of tablet) with the ability to download/use the appropriate D2L software.

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's office
 - You can attend virtual office hours hosted by Dr. Slavens. When you do so, you will get one-on-one help from the instructor who is teaching the course you are taking. There is an Office Hours Zoom Meeting link in the D2L Course Home page. Use this link to attend one of Dr. Slavens' posted office hours, or to attend a meeting that you have scheduled with her. Because it is difficult to maintain social distancing in the office of Dr. Slavens, she cannot offer assistance in her office at this time.

Please stand outside of her office door if you wish to stop by with a quick question.

- 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 a virtual office hour or a virtual meeting that is for the purpose of getting help with course content.
2. The *Tutoring and Academic Support Program (TASP)*, located in Moffett Library, 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. They offer tutoring Monday through Thursday 11:00am-6:00pm and Sunday 2:00pm-9:00pm. They also offer a Homework Help Lounge on Sunday-Thursday 2-9pm where you can work on math and get assistance from tutors as needed. **These services are free to students and are offered this semester starting Tuesday, January 19th, and ending Thursday, April 22nd. The TASP office does observe all holidays.**

“TASP will offer all tutoring sessions face-to-face following suit with MSU’s social distancing plans in place including a required mask for your session, one tutee per 6ft table with a plexiglass divider between tutor and tutee. Online appointments with an MSU tutor are available but only for students who are ill or showing symptoms.”

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](#).