

Course Syllabus: Calculus I  
McCoy College of Science, Mathematics & Engineering  
Math 1634 Section 201  
Spring 2023

**Contact Information**

Instructor: Dr. Dawn Slavens  
Office: BO 118L in Bolin Science Hall  
Office hours: Mon. 9-11 AM; Tues. & Thurs. 2 – 3 PM; Wed. 3 - 4 PM.  
Other times: email to set up an appointment

Note: Please do not come to class or to my office if you have a fever or if you have a current positive test for Covid-19. Please follow CDC guidelines regarding when you should wear a mask after contacting Covid-19 or after having been exposed to Covid-19.

Office phone: (940) 397-4013  
E-mail: [dawn.slavens@msutexas.edu](mailto:dawn.slavens@msutexas.edu)

**Class Meeting Days, Times, Location**

Mon 8:00 – 8:50 AM AND Tues & Thurs 8:00 – 9:20 AM, in BO 101

**Course 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.

*Instructor Note: I do not require a graphing calculator. See Calculator Requirement on the next page.*

**Textbook & Instructional Materials**

**Required:** WebAssign for the text Calculus, Early Transcendentals, 9<sup>th</sup> 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. 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.

**Additional Information:** 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 quiz or exam, and any attempt to use such technology will be viewed as academic dishonesty, and as such, a sanction will apply.

### **Punctuality and Attendance Policy**

Attendance will be taken at the beginning of every class, which is 8 AM. Students should arrive to class on-time, have their material out and ready to take notes at the beginning of class, and remain in class for the entire class period. A student who arrives late or leaves early will be counted absent unless prior approved has been given by the instructor for the student missing a portion of class. Such approval requires the student to have a conversation with the instructor and explain the reason that the student needs to arrive late or leave early. Further, no student should have an ongoing expectation of being allowed to arrive late or leave early.

If you miss class, it is your responsibility to

1. get notes from another student for the day(s) you missed, and
2. see Dr. Slavens before the next class (not during the next class), for any handouts from the day(s) you missed, and
3. provide Dr. Slavens with written documentation (doctor's note, etc.) if you would like to request that the absence be considered as excused.

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

1. Any student who arrives to class late or leaves early will be counted as absent.
2. Any student who is physically present but not mentally present and engaged in class will be counted as absent.
3. Any student who violates the Cell Phone and Unauthorized Electronic Device Policy will be counted as absent.
4. A student who is counted absent from class will receive a 0 on any work submitted during that day's class.
5. For each absence beyond two, a student will receive a 1% deduction from his/her course average at the end of the semester.
6. A student who accumulates more than two unexcused or more than five total (excused and unexcused combined) absences may be instructor dropped from the class with a grade of 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 are in danger of being instructor dropped from the course.

### **Grading**

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

<b>Categories</b>	<b>Weight</b>
Adjusted Homework Average	4%
Quizzes	10%
General Exams	64%
Final Exam	22%

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

Note: Your Adjusted Homework Average is the lower of your WebAssign Homework Average and 125% of your General Exams Average.

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

You will access WebAssign through the MSU D2L program. You can log into [D2L](#) through the MSU Homepage. An electronic copy of the textbook is available within WebAssign; a physical copy of the textbook is not required.

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. See "Grading" section of this syllabus to see how the Adjusted Homework Average is calculated.
- Attendance (specifically absences and tardies resulting in an absence)

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

### **Note Taking**

You are expected to take notes during class lecture. 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 portion of class lecture is given through videos (referred to as video supplements), while watching the videos

you are expected to take good notes. I may collect any assigned video supplement lecture notes and use them as a basis for a quiz grade.

### **Homework**

WebAssign is the homework platform used for this course. Homework sets will be assigned over each section of the book that is covered in class. Due dates will generally be Mondays and Thursdays at 8 AM, with assignments assigned on Monday and/or Tuesday being due on Thursday and assignments assigned on Thursday being due on Monday. Due dates of assignments are found in WebAssign with the assignment. In addition, I have set-up "automatic extensions" in WebAssign to allow for 24 hours additional access to any assignment with a 25% penalty on problems completed after the due date. To access and complete an assignment within 24 hours after it was originally due click on the "automatic extension" tab that is associated with the assignment within WebAssign. A student who feels that they have a good reason for requesting an extension beyond the 24 additional hours will need to request it in person or by email and provide a good reason, preferably one that can be verified by some sort of documentation, for the extension request.

Students are required to keep a homework notebook and show work on problems that require multiple steps to solve the problem. Homework notebook requirements:

1. Label each assignment with the name of the assignment from within WebAssign.
2. For all problems within the assignment that require work to solve the problem, copy the problem (unless it is a word problem) into your homework notebook and include your written work for solving the problem.
3. Number the problems in your homework notebook so that they correspond with the problem numbers within the WebAssign assignment.
4. *Bring your homework notebook with you to each class meeting.* At times, there may be some problems on a quiz that you will not be able to work if you do not have your homework notebook containing your completed work for the assignment that aligns with the content of the quiz.

Math is learned through practice. 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.

*Any student with more than seven incomplete assignments (grades under 50%) and with a test average under 70% may be instructor dropped from the course with a grade of F.*

### **Computer Requirements**

This class requires you to have access to a computer (with Internet access) to complete your homework assignments. It is your responsibility to have (or have access to) a working computer to complete homework for this class.

***Assignments are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit assignments.*** Computers are available on campus in various areas of the buildings as well as the Tutoring and Academic Success Center.

### **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 6-10 minutes). A student that is not in the classroom within two minutes of the time a quiz is handed out will receive a zero on the quiz. Take-home/web-based quizzes may be longer. 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's appointment or other non-emergency type of appointment during class time does not constitute an excused absence.

### **Exams Dates**

Exam (tentative) dates are as follows:

Exam 1: Thursday, February 9<sup>th</sup>

Exam 2: Thursday, March 9<sup>th</sup>

Exam 3: Tuesday, April 11<sup>th</sup>

Exam 4: Tuesday, May 2<sup>nd</sup>

Final Exam: Thursday, May 11<sup>th</sup>, 8:00 – 10:00 AM

### **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.

### **Cell Phone and Unauthorized Electronic Device Policy**

Earbuds are to be removed and cell phones silenced and stored upon entering the class or at least two minutes 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. Use of a cell phone or any other unauthorized electronic device (including earbuds) during class may result in the student being counted absent. Continued violation of the no cell phone/unauthorized electronic device 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 of a cell phone during a test or quiz will result in one of the penalties listed under the academic misconduct policy given in the syllabus.

### **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 (10%) or the entire adjusted homework average for the semester (4%).
- 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 on paper or within WebAssign. You should never copy another student's written 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 if you do not cite within your submitted work the resource that you used. The university's academic dishonesty policy can be found in the [student handbook](#)

### **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 office hours hosted by Dr. Slavens. When you do so, you will receive one-on-one help from the instructor who is teaching the course you are taking. When you attend an office hour (no appointment needed, see hours on page 1 of the syllabus) you should have with you both your notes and all of the related work that you have done over the topic(s) you are seeking help with.

#### **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). Generally the TASP opens at the beginning of the second week of the semester. Therefore, it should open on Monday, January 23<sup>rd</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](#).

### **MSU Class 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](#).

#### **Notice**

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

