

Math 0003-101: Beginning Algebra Fall 2023

Instructor: Dr. Sarah Cobb

Office: Bolin 111A

Office phone: (940) 397-4253

E-mail: sarah.cobb@msutexas.edu (best way to contact me)

Office hours: Wednesday: 9:00—9:50 AM

Thursday: 1:00—1:50 PM

Other times: email to set up an appointment

Catalog Information

Description: Topics include the study of numeracy and the real number system, including properties of integer exponents; algebraic concepts, notations, and reasoning; quantitative relationships; relations and functions using multiple representations; equations of lines and their graphs; the algebra of polynomials, including factoring; solving linear equations and inequalities in one variable; mathematical models; and problem solving.

Purpose: This course is designed to teach students topics in elementary algebra which will prepare them for core-level math courses. Students must earn a “C” or better in this course to advance to MATH 1233: College Algebra or the MATH 1203: Math Analysis for Business. A grade of “D” is required to proceed to MATH 1053: Contemporary Mathematics. A subsequent math course must be taken with corequisite support.

Textbook and Online Homework System

MyLab Math: This online homework system is used for all assignments in the course. A specific MyLab course has been created for this class and should be accessed through D2L.

Paying for MyLab: Required digital materials for this course are part of the Courseware Access and Affordability Program. A charge of \$75.00 plus tax has been added to your student account at the business office to pay for course materials, and your course material is already in D2L. If you wish to opt-out of the program and purchase MyLab on your own (\$79.99), you must do so prior to September 13. 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 program or the opt-out process.

Textbook: Access to an eBook is included with MyLab. Purchasing a print copy is optional. The text is *Beginning & Intermediate Algebra* by Lial, Hornsby, and McGinnis, 7th edition.

Calculators

You are permitted to use a calculator on tests in this class, though you are not required to have one. It is recommended that you have either a scientific or a graphing calculator. It should be able to take square roots, compute exponential and logarithmic functions, and perform other similar operations. The specific model of calculator is not important, but it should be something you are comfortable using.

Course Expectations

What I Expect From Students

- Attend every class session and arrive on time.
- Arrive in class prepared with pencil/pen, paper, and calculator.
- Participate in class by paying attention, taking notes, and asking questions about material you don't understand.
- Complete online homework assignments on time.
- Ask specific, thoughtful questions about your coursework (in class, by email, during office hours, or at the tutoring center).
- Log into D2L at least two days per week to view updates and information.
- Show respect to your classmates and professor at all times.
- Put forth your best effort every day.

What Students Can Expect From Me

- Attend every class session and arrive on time.
- Prepare for each class session in order use time well.
- Provide organized explanations and relevant homework problems to help you learn and master the course material.
- Answer questions helpfully and promptly.
- Communicate course schedule and expectations in class and through D2L.
- Show respect to students at all times.
- Put forth my best effort every day.

Coursework and Grading

Grading

Grades will be based on homework and test grades. Assignments will be weighted as shown in the table below:

Assignments	Points
Homework	100
4 Exams	400
Final Exam	200
Total Points	700

Letter grades will be based on the number of points earned:

Grade	Points for Final Grade
A	630 to 700
B	560 to 629
C	490 to 559
D	420 to 489
F	Less than 420

Homework

Homework will generally be assigned using the MyLab system. Problems may be worked as many times as you like, so a perfect homework score should be attainable. Homework will generally be due at 11:59 PM on the next class day after it is assigned; you are encouraged to work on homework after each class period. Homework can be completed after the due date and before the next test for partial credit. After the test, your homework score will be final. Your four lowest homework scores will be dropped from your grade calculation.

The purpose of the homework is to help you understand the material for the class. I encourage you to take the homework seriously and put in as much effort as you need to in order to thoroughly understand the mathematics. MyLab includes many resources to help you, including videos, tutorials, and examples. It also includes online access to the textbook. You are encouraged to work additional problems after completing the assigned homework in order to make sure that you thoroughly understand the course material.

There may be occasional in-class or out-of-class assignments counted as part of the homework score.

Tests

The tentative test dates are:

Exam 1: Friday, September 22, 2023

Exam 2: Monday, October 2, 2023

Exam 3: Wednesday, October 25, 2023

Exam 4: Monday, November 20, 2023

Final Exam: Wednesday, December 13, 2023, 1:00-3:00pm (Location to be determined)

These test dates are unlikely to change. If they do change, the new date will be posted on D2L and announced in class.

If you must miss an exam, please let me know by email at least one week ahead of the test date and request to take the test early. In the case of unexpected and unavoidable absences (such as hospitalization), you must let me know on the day of the test and provide documentation. In this case, your score on the final exam may be substituted for the missed exam score at the instructor's discretion. Late exams are generally not given.

The final exam will cover all material from the course.

Final Exam

The final exam will be given on Wednesday, December 13, 2023, 1:00-3:00pm. The location will be announced in class and on D2L in November. The exam is mandatory and cannot be taken early or late for anything except a serious emergency. Missing the final exam will result in a grade of zero on the exam. Any winter break plans should be made with the final exam in mind.

Calculators on Tests

You may use a calculator on the unit tests and final exam. You may not use your phone or any internet-capable device as a calculator on tests. You may not share calculators on tests.

Use of Technology on Homework

There are a variety of resources available to help you answer questions on the homework. Some of these resources will help you learn and others will not. You are permitted to use any resources as you complete the homework—MyLab includes videos, examples, guided walk-throughs of problems, and other resources you might find helpful. You also have access to the textbook through MyLab. You can ask for help during my office hours or at the tutoring center in the library.

If you get help on a problem (from a person or a technology), you should attempt at least one similar problem on your own. By the time you finish the homework assignment, you should be confident in your ability to solve the assigned problems using only a pen/pencil, scratch paper, and a calculator, since those are the materials that will be available to you on the unit test.

Course Policies

Attendance

You are expected to attend every class, in person, if at all possible. This includes arriving on time; staying to the end; being prepared; participating in class; and behaving respectfully. If you must miss class, please consult a classmate to find out what you missed.

Any student with more than six absences may be dropped from the class with a grade of F at the instructor's discretion. In order to be considered present in class, a student must arrive on time and stay until the end of class. Students using cell phones, behaving disrespectfully, or disrupting class may be asked to leave and counted as absent.

In the case of an absence for university-authorized purposes, a letter of excuse signed by the Vice President for Academic Affairs or the Director of Athletics must be provided at least two days prior to the absence. In case of extended absences caused by prolonged illness, a death in the family, or similar circumstances, you should contact the Office of Student Rights and Responsibilities as soon as possible.

Electronic Devices

Use of computers is not allowed in the classroom. This includes laptops, cell phones, tablets, earbuds, and other similar devices. (Calculators are allowed.) Students using such devices may be asked to leave class. If a cell phone, smart watch, or similar device is visible or audible during an exam, you may receive a zero on that exam.

If this policy presents a serious problem, please let me know; exceptions may be made in special circumstances.

Communicating with Me

The best way to reach me is by email (sarah.cobb@msutexas.edu). I will generally respond to email within 24 to 48 hours. I will be in my office during office hours each week. If those times are not convenient, please email me to make an appointment. Any communication not in writing or by email should be considered unofficial.

Office Hours

Office hours are times that I have set aside to answer questions about the course or course material. I am happy to answer questions about homework problems, quizzes and tests, study practices, grades, and other topics. You do not need to make an appointment. If it is impossible for you to attend scheduled office hours, email me to set up an appointment at another time. Any change to office hours will be posted on D2L.

Dropping this Course

If you wish to drop this course, you must first contact your instructor. Students who have not met the readiness standards of the Texas Success Initiative must continue to attend class and may not drop this course prior to Monday, October 19, 2023. The last day to drop in order to receive a grade of W is 4:00 p.m. on Monday, October 30, 2023. Drops after this date will receive a grade of "F". Students in athletics, on scholarship or receiving financial aid should contact their advisor and the financial aid office before initiating a student drop.

Academic Misconduct

Any incident in which a student submits work for grading that does not reflect their own effort is considered academic dishonesty. This includes using sources (by paraphrase or direct quotation) without proper attribution; collaborating on work where collaboration is not authorized; use of sources on an assignment or test where those sources are not authorized; and turning in work completed by another person.

Cheating on any work in this course will result in no credit for that work. Egregious or repeated incidents will result in more serious consequences, such as a failing grade in the course or dismissal from your academic program. All incidents of academic misconduct will be reported as specified in your student handbook.

In general, you may work with classmates on any out-of-class assignment unless instructed otherwise. Make sure you understand everything you submit. Tests must represent your own work.

Computer Access

You will need access to a computer with internet access to complete homework for this course. Computer labs for student use are located in the library and the Clark Student Center, as well as in various academic buildings on campus. You may also, of course, use your own computer.

Desire-to-Learn (D2L)

This course will use D2L to distribute information. Each student is expected to be familiar with this program and to regularly check posted information. You can log into D2L through the MSU Homepage. Downloading the Brightspace Pulse app is also recommended.

Changes to Syllabus

Some portions of this syllabus may alter during the semester. When possible, I will announce changes in class as well as sending an email through the D2L email system. You are responsible for knowing everything I announce in class as well as everything I email to your address as listed in D2L. If you miss class, make sure you talk to someone who was there.

Student Handbook

Make sure you are familiar with the university policies as described in the [student handbook](#). This course will abide by all university policies.

Services for Students With Disabilities

Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for persons with disabilities to participate in all educational, social, and recreational programs and activities. Students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140.

Student Resources

For information about other services available to students, please visit the [Student Resources](#) web page.