Course Syllabus: College Algebra
Online Section
MATH 1233 Section X21
Spring Semester 2022

Contact Information
Instructor: Marcos Lopez
Office: Bolin 118 B
Office hours: Monday   01:00 – 01:50
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                  Wednesday 12:00 – 12:50
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Catalog Information

Course Description
        Equations, inequalities, rational expressions, exponents, logarithms, radicals, functions, graphs, and systems of equations. A graphing calculator is recommended but is not required.

Prerequisites
        No college level course work is required before beginning this course. However, students must meet the requirements of the Texas Success Initiative. MATH 1033 with a grade of C or better, math THEA score of 270, or satisfactory score on placement exam.

Course Modality and Expectations

Modality
        This course is entirely asynchronous and online. This means that you will be expected to set your own appropriate schedule to accomplish your goals in this course. Your progress for much of this course will be decided through **Mastery-Based Assessment**. Mastery-Based Assessment gives you (the student) the opportunity to learn from mistakes without punishment, gives you autonomy in your success in this course. Much of this will be unproctored and formative.
        However, because it is vital to the integrity of this course, there will be one heavily weighted final assessment that is proctored to verify your progress was your own, without the use of outside sources or other aiding materials. Poor

performance on this assessment may limit the grades you will be able to attain in this course. It is helpful to think of the final assessment as something akin to an ACT or SAT, where the test grade is highly important, but the preparation leading up to the final assessment will undoubtedly improve your test grade.

Objectives

Your primary objective will be to learn correct use of mathematical terminology and notation. You will also be learning problem solving skills from the point of view of a mathematician. A student who completes this course with a grade of C or better may take MATH1433 - Plane Trigonometry.

Grading

Your grade will be based on 4 Chapter grades, 2 Midterm Graded Knowledge Checks, and a Proctored Final Knowledge Check. These items will be weighted as follows:

- 4 Chapter grades @ 10% each   40%
- 8 Weekly Topic Goals   10%
- 1st Graded Knowledge Check   10%
- 2nd Graded Knowledge Check   10%
- Proctored Final Knowledge Check   30%

Grades will be computed on the usual basis, 90% for an A, 80% for a B, etc. However, poor performance on the Final Knowledge Check could lower your course grade. **You must score at least 80% on the final assessment to receive a grade of A in this course, 70% for a B, 60% for a C, and 50% for a D.** The 4 Chapter grades will be determined at the time of the final assessment and may be lower than expected if you had been using outside notes or other material during the semester.

Proctored Final Knowledge Check

Your final exam in this course can be administered through one of the following options: (1) in person on the MSUTexas Main Campus, (2) through the online proctoring platform ProctorU, or (3) through another approved military or university testing center. Taking the final assessment on the MSUTexas Campus is free, however there may be a fee for the other services that you will need to pay directly to ProctorU or third-party testing center. You do not need to schedule your exam with ProctorU until April, but you can go to the [MUSTexas ProctorU Portal](#) soon to make sure you have the proper technology requirements if this is an option that you are interested in.

Attendance

Since this is an online course, there are no class meeting to attend. However, ALEKS will track the time you spend working on this course. You should expect to spend somewhere between 4 and 8 hours online each week. **Only** the strongest students can get away with spending less than 4 hours per

week. Weaker students may need more than 8 hours per week. Success in this course normally requires work done at a steady pace with at least some work every day or two. Ignoring the course for an uninterrupted week or more will result in time spent relearning material you have forgotten.

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 can come to my office during office hours **with a mask on**, or you can request to come to office hours through a Zoom link accessible through D2L. Because of the nature of having office hours both in-person and virtual, you may have to wait while I finish talking to another student before I am able to get to you. If it is impossible for you to attend scheduled office hours, email me to set up an appointment at another time.

Textbook and Instructional Materials
Textbook and Online Homework System
We will be using the mathematics platform ALEKS throughout the semester. A link to ALEKS is accessible through D2L, or you can log onto ALEKS directly. Please refer to the *ALEKS Environment* course documents in D2L for an overview of the ALEKS system. Within the online environment, you will also have access to the textbook for this course: College Algebra, 2nd Ed. (McGraw-Hill) by Miller and Gerken.

Inclusive Access
Required 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 the date listed in the communication from the bookstore. 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.

Exam Schedule
The 2 Graded Knowledge Checks and the Proctored Final Knowledge Check will be taken online. Each of these Knowledge Checks should take one to two hours. Exceeding two hours on one of these Knowledge Checks might invoke a penalty to your grade. The dates for these exams are in the following table.

Knowledge Check	Earliest Start Time	Latest End Time
Graded Knowledge Check 1	Mon Feb 21, 12:01AM	Thurs Feb 24, 11:59 PM
Graded Knowledge Check 2	Mon Mar 28, 12:01 AM	Thurs Mar 31, 11:59 PM

Proctored Final Knowledge Check	Mon May 2, 12:01 AM	Thurs May 5, 11:59 PM

Expectations
- Log into ALEKS at least 3 days per week and into D2L twice each week.
- Use your online time wisely.
- Ask specific, thoughtful questions (either through D2L, ALEKS, or email).
- Put forth your best effort every day.
- Make at least a C in this course.

Important Dates
Change of Schedule and Late Registration: January 10-13.
Deadline to file for graduation: February 14th.
Last Day to drop with a grade of "W:"   March 21st.
Refer to: Drops, Withdrawals & Voids

Contact with me
I prefer to make all agreements through email. This makes a written record in which both parties can refer. Any agreements that have no written record might not be enforceable.

I have hobbies, interests, and a general life outside of the full-time job of being a professor. I will check emails at normal times during normal business days. I may even occasionally check email over a weekend here or there. However, do not expect an immediate response to an email that was sent on weekends or evenings.

University Policies
Student Handbook
For information on Student Rights, the Student Honor Creed, Academic Advising, University Policies and Procedures, the Code of Student Conduct, and other pieces of information regarding your education, please refer to:
Student Handbook 2019-20

Academic Dishonesty
Any student found engaging in cheating, collusion, or plagiarism will be dropped from the course with a grade of F and be referred to the department chair and the Director of Student Rights and Responsibilities.

a. The term "cheating" includes but is not limited to: (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or (3) the acquisition without permissions, of tests or other academic material belonging to a member of the university, faculty, or staff.

b. The term "plagiarism" is the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual to whom credit is given. Plagiarism also includes, but is not limited to, the use by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

c. The term "collusion" means collaboration with another person in preparing work offered for credit if that collaboration is not authorized by the faculty member in charge.

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 to provide appropriate services, and each request will be individually reviewed. For more details, please go to Disability Support Services.

Campus Carry Rules/Policies

Refer to: Campus Carry Rules and Policies