

Course Syllabus: **College Algebra**

Math 1233 Section 102/103 Fall 2022

Contact Information

Instructor: Dr. Michelle Knox Office: BO 118A
Office hours: Monday 11:00-11:50am and 1:00-1:50pm, Tuesday Thursday, and
Friday 11:00-11:50am
Other times by appointment
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Course Description

Equations, inequalities, polynomials, rational expressions, exponents, logarithms, radicals, functions, graphs. (This course is designed for students planning to take additional mathematics.)

Textbook & Instructional Materials

Required:

My Math Lab associated with the textbook *College Algebra with Modeling and Visualization* Sixth edition by Rockswold. *You are required to have a scientific calculator and bring it to class every day. A physical textbook is not required.*

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 follow the opt-out instructions which 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.

Calculator Requirement: You must have a scientific calculator such as a TI30XS. Bring your calculator with you to class daily. If you use a graphing calculator, it cannot be a CAS calculator. 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.

Desire-to-Learn (D2L)

You will access MyMathLab through the MSU D2L program. 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 may post links to math videos that I think you will find helpful (such as extra examples). I will also post grades within D2L.

Attendance Policy

Attendance will be taken at the beginning of every class. Any student who is late or who leaves early may be counted as absent. This will result in a zero on any quiz or other assignment for the day. **Any student who misses seven or more classes may be dropped from the course.**

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. Knox before the next class for any handouts from the day(s) you missed.

Grading

Table 1: Points allocated to each assignment

Assignments	Points
Quizzes (10 at 10 points each)	100
Homework	30
Exams (4 at 100 points each)	400
Final Exam	100
Total Points	630

Table 2: Total points for final grade out of 630 points.

Grade	Points
A 90% and above	567
B 80-89%	504-566
C 70-79%	441-503
D 60-69%	378-440
F below 60%	Less than 378

Homework

Homework is based on your homework score from My Math Lab. There are due dates given within MyMathLab for each assignment. Each due date time is the start of class on the day the homework assignment is due. Students may work on an assignment 2-3 days past the due date, depending on the assignment, but there will be a 30% penalty on any problem completed during this late period. (Please see each individual assignment for its particular due dates.) Problems within a homework assignment that are completed before the time the assignment is due are awarded full credit. Once an assignment has passed its final due date, you may access it through the MyMathLab gradebook and work on problems within the assignment without changing your grade on the assignment.

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.

The lowest two homework scores will be dropped from your final homework score at the end of the semester.

Dr. Knox reserves the right to collect work associated with your MML homework assignments at any time.

Quizzes

Your first quiz is a syllabus quiz to be taken in D2L. You must complete the syllabus quiz **by 5:00pm on Sunday, August 28, 2022**. You should read this syllabus before you take the quiz, as you will only have 45 minutes to take the syllabus quiz once you start it.

There will be twelve quizzes given throughout the semester, each worth ten points. Only ten of the quizzes will count toward your final grade-- Dr. Knox will drop the lowest two quiz scores at the end of the semester. However, no quiz scores will be dropped at the end of the semester for a student that receives a 0 on a quiz for academic dishonesty or for failure to take the syllabus quiz. ***Makeup quizzes will not be given for any reason for your first two missed in-class quizzes.***

Exam Dates

The tentative exam dates are as follows:

Exam 1: Wednesday, September 21, 2022

Exam 2: Wednesday, October 12, 2022

Exam 3: Wednesday, November 2, 2022

Exam 4: Wednesday, November 30, 2022

Final Exam: Wednesday, December 7, 2022, 1:00-3:00pm

If an exam is missed, every effort must be made by the student to notify Dr. Knox in a reasonable amount of time before the exam. It is best to call Dr. Knox rather than email her when you miss an exam.

Dr. Knox's late policy does not apply to test days—it is better to be a few minutes late to a test than to not show up at all.

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. Use of a cell phone or any other unauthorized electronic device (including earbuds or a smart watch) during class may result in the student being counted absent, and any graded work turned in on that day will receive a grade of zero. Continued violation of the no cell phone use 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 a cell phone during a test or quiz will result in one of the penalties listed under the academic misconduct policy given in this syllabus.

Academic Misconduct Policy

All work that you do 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 assignment, quiz, or exam. No quiz scores will be dropped at the end of the semester for a student that receives a 0 on a quiz for academic dishonesty.
- Receiving a 0 for the entire quiz grade for the semester or the entire homework score for the semester.
- Receiving an F in MATH 1233.
- Receiving an F in MATH 1233 that will remain permanently on your transcript and within your MSU GPA.

On homework, you may get assistance from others, but you are responsible for understanding what you submit. 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 an app to complete your homework is considered cheating. 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 <http://www.mwsu.edu/student-life/disability>

Campus Carry Rules/Policies

Effective August 1, 2016, the Campus Carry Law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit

<https://msutexas.edu/campus-carry/>

College Policies

Student handbook:

https://msutexas.edu/student-life/_assets/files/handbook.pdf

The following link provides information about some of the resources that can be found on campus:

https://msutexas.edu/academics/scienceandmath/student_resources.php

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. Knox. When you do so, you will get one-on-one help from the instructor who is teaching the course you are taking. If you attend her office hours, you will be asked to wear a face mask in her office.

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.

2. The *Tutoring and Academic Support Program (TASP)*, located in Moffett Library, offers free 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.