MAC 1105: College Algebra
Spring 2017

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<th>Contact Information</th>
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<td><strong>Professor:</strong></td>
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<td><strong>Office:</strong></td>
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<td><strong>Student Engagement Hours:</strong></td>
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<tr>
<td><strong>Phone:</strong></td>
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<td><strong>E-Mail:</strong></td>
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<td><strong>Website:</strong></td>
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Class Days and Times (Circle Yours)

| CRN 22672: | Class Tuesdays, Thursdays 10:00 – 11:15a in 9-123 |
| CRN 23109: | Class Tuesdays, Thursdays 2:30 – 3:45p in 9-123 |
| CRN 21164: | Class Tuesdays, Thursdays 4:00 – 5:15p in 9-123 |

Catalog Course Description:
MAC 1105 College Algebra
Prerequisite: Minimum grade of C in MAT 1033C or appropriate score on an approved assessment.

Course based on the study of functions and their role in problem solving. Topics include graphing the linear, quadratic, and exponential families of functions, and inverse functions. Students will be required to solve applied problems and communicate their findings effectively. Technology tools will be utilized in addition to analytical methods. Gordon Rule course. Minimum grade of C required if MAC 1105 is used to satisfy Gordon Rule and general education requirements.

Book Material:
Chapter 1: Equations and Inequalities
Chapter 2: Graphs
Chapter 3: Functions and Their Graphs
Chapter 4: Linear and Quadratic Functions
Chapter 5: Polynomial and Rational Functions
Chapter 6: Exponential and Logarithmic Functions
Chapter 8: Systems of Equations and Inequalities

Contacting Me Electronically:
Whenever you contact me electronically, always include your full name and your class days/start time. If you choose to email me, remember: the word “mail” is not part of my email address!
Required Materials:

MyMathLab Code for Online Homework: We will be using software called MyMathLab. An access code (or a credit card or PayPal payment) is required to access the software. The software includes an e-book (the electronic version of the textbook listed below). See the separate “Student Registration Handout” for detailed connection information.

Graphing Calculator: A graphing calculator that does not perform symbolic algebra is required. (A calculator with “CAS” in the name is not allowed.) The TI-84 Plus is used for in-class demonstrations and is particularly recommended. If you are receiving financial aid, it may be possible to utilize some of your funds to purchase your calculator. Check with the financial aid office for more information. You can borrow a TI-84 Plus calculator from the Math Center (Room 7-241) until you purchase your own. Borrowed calculators are due back after five hours or at closing time, whichever comes first. (See “Testing Policies” if you are considering using a calculator other than the TI-84 Plus.)

Recommended Materials:

Lecture Notes: I will post my lecture notes inside MyMathLab. I strongly suggest you have a printed or electronic copy with you during every class session.

Supplies: Several pencils with erasers, blank notebook paper and/or graph paper, and a three-ring binder with tab sections (or its equivalent) are recommended. All work must be completed in pencil, except as listed below.

Textbook: College Algebra (10th Edition), by Michael Sullivan (optional if you use the e-book)

Forbidden Materials:

No pens are allowed (except in class notes)
Math Assistance Outside of the Classroom:

- I hold student engagement hours to work with students. I am interested in your success in this course. Please come ask questions regularly!
- The West Campus Math Center is in 7-240. There are two main areas here where you can receive help.
  - While you are in the Tutoring Center, you can receive one-on-one help with math concepts and problems.
  - Take advantage of study rooms, a place where your study group can meet to work on math concepts and problems.

The hours of the Math Center are listed on their website:

http://valenciacollege.edu/learning-support/math/
http://valenciacollege.edu/learning-support/math/hours.cfm

It is important that you understand how you will receive help with math concepts and problems. The tutors have been trained to use techniques that help you become an independent learner. They have been instructed to guide you through the problem-solving process and utilize the materials you have available through your course. They may help you by asking open-ended questions, walking you through examples in your text, or (hopefully on rare occasions) using pencil and paper to show you how to solve a problem similar to one you are working on. Since their goal is to help you become an independent learner, they will let you do the work as much as possible. The learning process requires a regular investment of your time, and patience is the key.

- Smarthinking is a tutoring service that is available for free over the Internet, 24 hours a day, 7 days a week. From www.valenciacollege.edu, log into Atlas. Click the Courses tab. In the middle, click Tutoring (online). Follow the on-screen instructions. You may ignore/close the window about the Smarthinking app if you want to. Select Drop-In Tutoring. From the list, select Algebra. Interact with a tutor in real time!

Course Grading Percentages:
Homework/Mini-Projects: 10%
Quizzes: 25%
Progress Test 1: 15%
Progress Test 2: 15%
Progress Test 3: 15%
Cumulative Final Exam: 20%

Course Grading Scale:
If your weighted average is...
...90.0 and above, you’ve earned an A
...80.0 to 89.9, you’ve earned a B
...70.0 to 79.9, you’ve earned a C
...60.0 to 69.9, you’ve earned a D
...below 60.0, you’ve earned an F

Scores on all tests will be rounded to the nearest percent or half percent. End-of-term averages will be rounded to the nearest tenth of a percent.
Attendance Policy:
Your attendance in class is mandatory. You will log in to the urHere computer each class day. You start the semester with 8 attendance points. Each day you are absent, I will subtract 2 from that number. Each day you are late, I will subtract 1 from that number. Each day you leave early, I will subtract 1 from that number. If the number ever reaches zero, I reserve the right to withdraw you from the class. It is your responsibility to find out about announcements and changes, if any, if you are absent, arrive late, or leave early.

Pencasts:
Throughout the semester, each unique lecture will be recorded using a Livescribe “smart pen” and uploaded to my website as a “pencast.” These pencasts are very powerful. If you need to experience or re-experience something that was done in class, you can jump to that part of the lecture and see/hear it. You can even get back lost attendance points by following the instructions on my website and watching the relevant pencast.

Anticipated Workload:
Use the chart below to determine the number of hours you’ll need to put into this class every week:

<table>
<thead>
<tr>
<th>Percent of Intermediate Algebra Topics Remembered/Learned Correctly</th>
<th>Approximate number of hours each week (outside of class) needed to learn course material.</th>
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<tr>
<td>90% - 100%</td>
<td>8 hours</td>
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<tr>
<td>80% - 89%</td>
<td>10 hours</td>
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<tr>
<td>70% - 79%</td>
<td>13 hours</td>
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<tr>
<td>Less than 70%</td>
<td>16 hours or more</td>
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I expect you to spend at least 8 hours each week outside of class learning content for this class. Use this information to find the right balance between school, work, family, and fun time. If you do not think you can handle the time that this class requires, you should speak to an academic advisor about taking fewer classes.

Testing Policies:
- A test missed for any reason (good or bad) will be replaced using questions on the final exam from the same sections. The percentage of those questions answered correctly will become the percent score on the missed exam.
- A test may be completed before the scheduled test date, or on the scheduled test date but at a different time and place, with prior approval. A test may not be taken after the scheduled test date. If you miss the final exam, I reserve the right to assign you a final course grade of “I” (Incomplete).
- You must complete each in-class test within the time allotted during the class period.
- Once you have seen a test, you may not leave the room unless you submit that test (completed). A test can be as long as two-and-a-half hours.
- All materials in your work area during testing, including calculator electronic memory, are subject to my thorough and unannounced inspection.
- You are NOT permitted to use any calculator other than the TI-84 Plus until you contact me during my student engagement and show me that you know how to clear its memory.
- No class-related content may be stored in calculator memory for use during tests.
**Testing Center Information:**
The Testing Center, located in 11-142, allows you to take exams early or outside the classroom (with prior instructor approval). You must arrive at least one hour before closing to take an exam. The Testing Center’s hours are listed on its website:
http://valenciacollege.edu/learning-support/testing/hours.cfm

**Online Assignments Due Dates:**
Whenever we finish a section, the assignments associated with that section are due a few days later according to the due dates in MyMathLab. If we fall behind in class, those due dates will be extended accordingly. You are responsible for managing your assignments and their due dates.

**Reopening MyMathLab Assignments:**
Once MyMathLab due dates pass, the assignments close and lock. Any assignments missed for any reason (good or bad) can be unlocked. To do this, you must contact me during my student engagement hours. Each student gets one “freebie” which can be used to unlock up to three assignments. (They must all be unlocked at the same time.)

**Disorderly Classroom Conduct:**
Disorderly conduct is behavior that is distracting to other students or the instructor, or that inhibits the learning experiences of other students. This includes texting/talking on the phone during class, using an electronic device (e.g. laptop computer, tablet) for non-class-related activities, arriving late/leaving early in a disruptive manner, monopolizing class discussions, using disrespectful language, etc. The first violation of this policy will result in a warning. A second violation will result in your being asked to leave the classroom. If you are ever asked to leave class, you may be permitted to return to future class meetings after speaking with me outside of class. You may also be required to arrange a conference with another college official before attending class again.

**Academic Honesty:**
You are expected to do your own work on quizzes, tests and exams. Providing information to another student or receiving information from another student is considered cheating. I reserve the right to determine the appropriate penalties within Valencia College’s academic honesty policies if you are observed cheating.

**No-Show Policy:**
Students registered for this class who do not attend any class sessions between and including January 9, 2017 and January 17, 2017, and who do not contact me to notify me of their situation, will be withdrawn as a “no-show.”

**Office for Student with Disabilities:**
Students with disabilities who qualify for academic accommodations must provide a Letter of Accommodations (LOA) from the Office for Students with Disabilities (OSD) and discuss specific needs with me, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. Contact information for the West Campus OSD is as follows:
http://valenciacollege.edu/osd/
**Trash Bins:**
To minimize the production of plastic trash bags, many trash bins at Valencia College have been moved outside of the classrooms. Please bring your trash to those bins as you exit the class.

**Withdrawal Policy:**
Valencia wants all students to be successful in their classes. In this class section, use the “Thinking of Withdrawing” located above “My Grades” in Blackboard to help you avoid needing to withdraw. Go to https://youtu.be/FlkAoH4pu4 to learn more!

Always seek advice from the instructor or from an academic adviser prior to withdrawing from any course, as it may affect any financial aid you may receive or have other negative consequences. If you decide to withdraw, per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), note that a student who withdraws from class before the withdrawal deadline of March 31, 2017 (11:59 pm) will receive a grade of “W.” A student is not permitted to withdraw after the withdrawal deadline. A faculty member may withdraw a student up to the beginning of the final exam period for violation of the class attendance policy. A student who is withdrawn by faculty for violation of the class attendance policy will receive a grade of “W.” Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of “F.”

For a complete procedure overview on Valencia Policy 4-07 (Volume 4, Policy 4-07 Academic...) please go to http://valenciacollege.edu/generalcounsel/policy/default.cfm

**Valencia Student Core Competencies:**
Valencia’s Student Core Competencies are complex abilities that are essential to lifelong success. This course will help you develop and demonstrate the abilities to (1) think clearly, critically, and creatively; (2) communicate with others verbally and in written form; (3) make reasoned value judgments and responsible commitments; and (4) act purposefully, reflectively, and responsibly. Due to the nature of these global competencies, many math problems and activities will be presented in the context of an application. These applications will require students to select appropriate information from the problem and communicate effectively how to arrive at an appropriate solution for the problem.

**Expected Student Campus Conduct:**
Valencia College is not only dedicated to the advancement of knowledge and learning, but is concerned with the development of responsible personal and social conduct. By enrolling, you assumed the responsibility for becoming familiar with and abiding by the general rules of conduct. Students who engage in any prohibited or unlawful acts that result in disruption of a class may be directed to leave the class; violation of any classroom or of Valencia’s rules may lead to disciplinary action up to and including expulsion from Valencia. You can find the Student Code of Conduct in the current Valencia Student Handbook.

**Life Help (BayCare)**
BayCare Behavioral Health offers a wide range of outpatient services that can help individuals coping with behavioral health or chemical dependency issues. Counseling can help those who have struggled with emotional problems for years and those who find themselves in need of support in order to lead more productive and independent lives. Call the confidential toll free number: (800) 878-5470. Sometimes life can be stressful. BayCare can help.
**Student Ombudsman**

A student ombudsman provides a safe and comfortable environment for students to discuss complaints, concerns or problems privately. When appropriate, the office will initiate an informal intervention with the goal of facilitating a resolution that is acceptable to all parties involved. The ombudsman acts as an independent, impartial resource. If a matter cannot be resolved through this office, a referral will be made. When appropriate, the office can make recommendations regarding policy review and change. More information is available here: https://valenciacollege.edu/students/disputes/academic/ombudsman.cfm

**Disclaimer:**

Changes to this course and syllabus may be made at any time, at my discretion. Should this occur, I will notify you of the changes.