

**MAT 1033C Intermediate Algebra**  
**Summer Term - 2019**  
*Professor Amy Montague-Kincade*

<b>College General Phone Number</b>	(407) – 299 – 5000
<b>College Website</b>	<a href="http://www.valenciacollege.edu">www.valenciacollege.edu</a>
<b>Math Department Phone Numbers</b>	(407) – 582 – 1625 <b>OR</b> (407) – 582 – 1848
<b>Instructor's Phone Number</b>	(407)-582-1150
<b>Instructor's E-mail</b>	<a href="mailto:akincade@valenciacollege.edu">akincade@valenciacollege.edu</a> <a href="mailto:akincade@mail.valenciacollege.edu">akincade@mail.valenciacollege.edu</a>
<b>Instructor's Office Hours Location</b>	4 - 221

Faculty Website:

<http://frontdoor.valenciacollege.edu/faculty.cfm?uid=akincade&CFID=1721052&CFTOKEN=57358526&jsessionid=21B91038C0D5C17948D0A5BFA5F3FA6E.cfusion>

***Class Schedule for Professor Kincade (Summer 2019 – Full Term) May 6 – July 30***

<b>CRN</b>	<b>Course</b>	<b>Description</b>	<b>Days</b>	<b>Times</b>	<b>Location</b>
30162	MAC 2312-002	Calculus II	MTWR	10:00 am - 11:25 am	7 - 230
30155	MAC 2233-002	Business Calculus	M W	2:00 pm – 4:15 pm	7 - 230
30168	MAT 1033C-004	Intermediate Algebra	T R	2:00 pm -- 3:40 pm	9 - 111

***Student Engagement Hours for Professor Kincade May 6 – July 30***

<b>Day</b>	<b>Times</b>	<b>Location</b>
Monday	11:45 am - 1:45 pm	4-221
Tuesday	11:45 am - 1:45 pm	4-221
Wednesday	11:45 am - 1:45 pm	4-221
Thursday	11:45 am - 1:45 pm	4-221
Friday	9:00 am – 11:00 am	Online/phone <a href="mailto:akincade@valenciacollege.edu">akincade@valenciacollege.edu</a> 407-582-1150

***Additional Student Engagement Hours may be available upon request.***

### Math Department/Center Contact Information:

Math Dept Contact	(407) – 582 – 1625 or (407) – 582 – 1848
Math Center Front Desk	(407) – 582 – 1633 (tutoring center contact)
Aditi Batra (Supervisor)	(407) – 582 – 1720
Nicolas Navarro (Supervisor)	(407) – 582 – 1780

**NOTE: These hours are subject to change. Please check with the Math Center for updates.**

### Resource Hours:                      Math Open Lab (7-241)                      Math Connections (7-256)

Days	Times	Times
Monday – Thursday	9 AM – 6 PM	10 AM – 6 PM
Friday	9 AM – 12 PM	CLOSED
Saturday	10:00 AM – 3:00 PM	CLOSED
Sunday	CLOSED	CLOSED

### Course Description

Prerequisite : Minimum grade of C in MAT 0022C or MAT 0028C or MAT 0055 or MAT 0056 or appropriate score on approved assessment.

This course presents algebraic skills for MAC 1105. Topics include: linear equations and inequalities in two variables and their graphs, systems of linear equations and inequalities, introduction to functions, factoring, algebraic fractions, rational equations, radicals and rational exponents, complex numbers, quadratic equations, scientific notation, applications of the above topics and the communication of mathematics.

Applications emphasizing connections with other disciplines and the real world will be included.                      3 credit; 4 contact hours

### Required Materials

- 1) Intermediate Algebra, 7<sup>th</sup> edition, by Elayn Martin-Gay
- 2) MyMathLab Student Access Kit:
  - A MyMathLab Student Access Kit is included with a new book purchase in the Valencia bookstore.
  - You may purchase the access kit as a standalone item at the Valencia West Campus book store (do this if you are not required to buy the textbook, or are using a used textbook).
  - If you are repeating the class within the last year, you MAY not need to buy an access kit. Please talk to your instructor if you fall into this scenario.
  - Please take your MyMathLab Student Access Kit with you to your Open Lab orientation. You will use the software as part of your lab experience.
  - **Summer 2019 Code: mathcenter49986**
- 3) Calculator:

In an effort to increase your skills in the use of technology, this course will include some activities and

examinations that will require the proper use of scientific calculators. Therefore, scientific calculators are required in this course. If you plan to continue studying mathematics, you might consider purchasing a TI-84 Plus graphing calculator now, as it is the most frequently used model in the “Gordon Rule” math courses. 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.

#### 4) Lab Syllabus:

You are provided an electronic copy of the lab syllabus in Canvas. You will need to print up a full copy of it for use during your required Lab time.

### Resources

- Your instructor is interested in your success in this class. Please ask questions regularly!
- Many students of algebra find it extremely helpful to form study groups with their classmates. This practice is highly recommended.
- The West Campus Math Center is located in building 7, room 241. Please see first page for resources and their hours.
- Peer tutors in 7-241 are available for walk-in assistance, no appointment necessary. 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. Since the tutors’ goal is to help you become an independent learner, they will let you do the work as much as possible.
- MyMathLab student access kit has a number of resources that are connected to your book, including videos and an interactive textbook.
- The Math Connections, located this term in 7-256, is a learning community for increasing mastery of the math competencies associated with your course. Various instructors work with and coach community members according to a posted schedule. Visit early; visit often!

Valencia Community College wants graduates to possess and demonstrate a set of global competencies including the ability to **THINK, COMMUNICATE, VALUE AND ACT**. In an effort to help you acquire and improve your ability to demonstrate the competencies this course will include activities that require you to:

1. Think clearly, critically and creatively.
2. Communicate with others in written and verbal form.
3. Make reasoned value judgments and responsible commitments.
4. Act purposefully, reflectively and responsibly.

### General Policies

#### Computer/Equipment Use Policy:

This course relies on the use of technology to aid in your learning. You are expected to check Blackboard and your e-mail at least once before class to ensure that you have the most current information. Computers are available on campus if you do not own one. If you experience any technical issues, call the support number below.

Blackboard Help Desk: (407)-582-5600 or [onlinehelp@valenciacollege.edu](mailto:onlinehelp@valenciacollege.edu)

OIT Help Desk: (407)-582-5554

**E-mail Communication Policy:**

Students are expected to check their atlas or Canvas e-mail daily. The instructor may send updates, announcements, changes, etc. to your email. Students are responsible for all messages by the instructor. The instructor will not correspond with any other e-mail account, PDA, or cell phone. All e-mail correspondence must originate from your Valencia account. Grades are discussed by appointment only or through your atlas e-mail. All e-mail by students and the instructor should be respectful and professional. Students should identify their name, class that they are in, and a complete message using respectful language, complete sentences, and proper grammar. A subject line is mandatory.

**Attendance**

- You are expected to attend every class meeting, unless an illness or emergency makes it impossible for you to do so.
- Absences are excused solely at the discretion of the instructor, who may require that you prove the existence of extenuating circumstances before excusing any absence(s).
- You are responsible for any information and/or assignments given during class, whether you are present or not.
- In-class activities can't be "made up." If you are absent on a day that an in-class activity occurs for credit or extra credit, your grade is likely to be adversely affected.
- You are expected to be in class on time, and to remain in class for the entire period unless permission to leave early has been granted by the instructor. It is disruptive to arrive or depart while class is in session.

**Conduct**

- You are encouraged to actively participate and ask pertinent questions during class.
- Your attitude will greatly affect your ability to succeed in this course. It will also affect your classmates' attitudes should you choose to participate in class discussions. Always consider this carefully before you speak or act.
- Cell phones, pagers, or other devices that are audible are not permitted to be on during class or while in the Math Lab. Personal electronic devices disrupt your learning as well as the learning of other students. Unplug yourself and make the most of class time!
- To create a good environment for learning, avoid sidebar conversations with other students while work is being done at the board, rude comments or remarks, raised voices or confrontational comments. Follow instructions given by your instructor, who serves as your classroom manager.
- If your actions in class are deemed by your instructor to be disruptive, you will be asked to leave class immediately. If you are asked to leave class, you may be permitted to return to future class meetings after consultation with your instructor outside of class. You may also be required to arrange a conference with another college official.

**Academic Honesty:**

Plagiarism or cheating of any form will be cause for immediate removal from this class, a course grade of F and referral of this incident to the Dean of Student Affairs/Mathematics. Cheating is defined by any behavior that can be construed as cheating such as blatant cheating, looking at somebody's paper, talking or whispering during a test, copying (including all take-home activities, examinations, and/or homework assignments), use of a cellular phone or other electronic device without prior permission, suspicious behavior, or failing to follow

appropriate procedures for taking a test as prescribed by the instructor. SIMPLY stated, cheating will not be tolerated.

### **Withdrawal**

- Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), a student who does not attend class during the first week of class will be dropped from the course by the instructor.
- Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), a student who withdraws from class before the withdrawal deadline will receive a grade of "W."

Withdrawal deadlines for summer semester are as follows:

- Full Semester – July 5<sup>th</sup>

- 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 policy and procedure overview on Valencia Policy 4-07 please go to:

<http://valenciacollege.edu/generalcounsel/policy>

### **Special Accommodations**

Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities (West Campus SSB 102, extension 1523).

### **Student Resource for Assistance**

Valencia College is interested in making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. BayCare Behavioral Health Student Assistance Program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Free face-to-face counseling is also available.

### **Valencia ID card:**

Your student ID card can be obtained in the Student Development office on any Campus once you have registered and paid for your classes. You will need your student ID card to access campus services such as the Library and Testing Center. The first student ID card is free. There is a \$5 fee for a replacement card. Student IDs can be used for library access, testing purposes and discounts in the community.

## ***Class Policies for Professor Kincade***

### **Attendance**

- You are expected to attend every class meeting, unless an illness or emergency makes it impossible for you to do so.

- Absences are excused solely at the discretion of the instructor, who may require that you prove the existence of extenuating circumstances before excusing any absence(s).
- You are responsible for any information and/or assignments given during class, whether you are present or not.
- In-class activities can't be "made up." If you are absent on a day that an in-class activity occurs for credit or extra credit, your grade is likely to be adversely affected.
- You are expected to be in class on time, and to remain in class for the entire period unless permission to leave early has been granted by the instructor. It is disruptive to arrive or depart while class is in session.
- Missing more than 3 of the class meetings (excused or unexcused) will be considered sufficient reason for you to be withdrawn from the class for inadequate attendance.

As an incentive, you can earn bonus points for attendance. The point structure is listed below:

No absences	10 points
1 absence	5 points
more than 1	no bonus points

*All absences (both excused or unexcused) will be considered as absences when attendance bonus points are awarded at the end of the semester.*

### Homework

- Completion of homework on a regular basis is crucial to your success in this course.
- Problems from the text or MyMathLab will be assigned for completion before each class meeting. You are encouraged to seek assistance from the instructor if you encounter difficulties with the assigned problems or visit the Open Lab, 7-241 or Math Connections, 7-256.
- At the end of the semester, your homework will be collected as a substantial part of your required notebook.

### Homework Quizzes

During the semester, you may be required to turn in selected homework problems or assignments for grading as a quiz grade. The quizzes may vary in point value based on the number of problems selected for that assignment. No late homework quizzes/assignments will be accepted. Some of these quizzes will be completed using the mymathlab program.

### Notebook

Each student is required to keep a notebook that includes homework (with computational work), class notes and all paperwork (exams, quizzes, and syllabus copy if printed). This notebook will be collected at the end of the semester. It is worth 100 points.

### Exams and Quizzes

Exam dates will be announced at least one class prior to the testing date. During the semester, at least 4 exams will be given. **NO MAKE-UP EXAMS OR QUIZZES will be given.** Quizzes of any type may be announced or unannounced. Additional guidelines are listed below.

- You must complete each test within the time allotted during the class period.
- Every quiz score will be used in the computation of your overall course grade. All exam scores except the lowest one will be used in computation of your overall course grade. The lowest test/exam score will be dropped before your course grade is computed.
- It is your responsibility to make a timely request for an excused absence should you miss a test. If you do not request an excused absence for a missed test, or your request for an excused absence is denied, you will receive a zero on that test. This request must be made in writing (via email) or via a phone call PRIOR TO the announced testing time. Late requests will not be considered. If an extension is granted, the exam MUST be completed before the next class period. The testing center will be used ONLY for emergencies unless a student has official documentation for regular use of the facility.
- All materials in your work area during testing, including electronic memory, are subject to thorough and unannounced inspection by the instructor.
- Failure to take the Comprehensive Final Exam will result in a grade of F.

### ***Make-Up Policy***

You are expected to participate in all classroom activities (including exams and quizzes of all types) regardless of whether the activities are scheduled or unscheduled. There are **NO make-up examinations, quizzes or projects** unless (and at the discretion and approval of your instructor) you are absent due to a valid emergency circumstance such as an illness or death in the family. Obligations to work, child care, traffic conditions, or being sick with no documentation are not considered excused absences and make-up work due to these reasons will NOT be permitted! All approved make-up work must be completed and turned in immediately you're your return to class. **If your absence is unexcused or timely notice was not given, you will receive a zero for any missed assignments including tests, quizzes, and in-class assignments.**

### **Projects**

During the semester, the class may have the opportunity to participate in one or more projects. They may be during class time or outside of class time. The value for each project can range from 20 to 200 points.

### **Grading**

- Partial credit on tests and assignments is sometimes given, when appropriate, solely at the discretion of the instructor.
- Grades will not be disclosed over the telephone or via e-mail, except through your Atlas account.
- You must meet with the instructor if you wish to discuss your grade.

### **Final Exam Schedule**

There will be a comprehensive final exam given according to the official schedule. Failure to take the Comprehensive Final Exam will result in a grade of F. For Summer Sessions, the Final Exam will be given on the last day of class. For Fall and Spring Semesters, the official final exam schedule will be followed.

### **Course Grade Determination**

Your grade will be computed as an overall average of points earned from the following list:  
(points earned / total points possible)

Tests/Exams	100 points each
Quizzes	10 – 60 points each
Homework Quizzes	10 – 60 points each
Lab	100 points
Attendance	up to 10 bonus points
Projects	20 – 200 points each
Notebook	100 points
Final Exam	150 – 200 points (not to exceed 25% of the total grade)

$$\text{Course Grade \%} = (\text{Total Points Earned}) / (\text{Total Points Possible})$$

Scores on all tests and assignments will be rounded to the nearest percent. End-of-term averages are rounded to the nearest tenth of a percent. Failure to take the Comprehensive Final Exam will result in a grade of F.

### Grading Scale

A	90% -100%
B	80% -89%
C	70% -79%
D	60% -69%
F	59% and Below

### Lab Component

- This class has a required lab component that is composed of lab attendance and lab assignment scores.
- This lab is designed to enhance your learning experience as you master the algebraic skills needed to successfully complete MAT 1033C. Each chapter that you learn from your textbook is accompanied by a set of lab assignments.
- Your Lab Grade will be worth 100 points of your total course grade. The Lab grade itself is comprised of two components (a) Attendance Requirement (25%), and (b) lab assignment requirement (75%).

#### Lab Attendance:

- Visit the Math Lab, Math Connections, or Hands-On-Math (bldg. 7, room 241) for specified amount of time per week (plus any additional time needed to complete lab assignments).

#### *Fall & Spring Semesters*

Full term: 50 minutes per week

TWK: 60 minutes per week

#### *Summer Semester*

Full term: 60 minutes per week

Summer A or B: 120 minutes per week

- Be sure to document your time properly on an in-lab computer AND on the “Lab Attendance Recording Sheet” (from the Lab Syllabus).
- Lab Attendance begins during the first week of class and continues until the week before finals.



## Lab Assignments:

- Each chapter has a lab assignment that must be completed by the given due date (see course calendar).
- The lab assignments are due the same day as your chapter test is taken in class.
- Print up the Lab Syllabus (found in Blackboard) so you will have all lab project worksheets and necessary Math Learning Plans (MLPs).
- Please refer to the Lab Syllabus and Blackboard for a complete of how the lab assignments will work. But a short outline of the steps are listed here:
  - *Step 1: View Icebreaker and Concept Videos/Animations* – can be done from home. Log into Blackboard, and select the appropriate Lab Activity Chapter folder. The Icebreaker video is a clip from a movie or TV show that relates to your project. The concept videos/animations review course material that you will need to know in order to complete the project portion of the lab successfully.
  - *Step 2: Complete Lab Project* – complete outside of school or while in Math Connections or Hands-on-Math rooms. The worksheets can be found in the Lab Syllabus.
  - *Step 3: Complete Lab Project Self-Check* – go to Math Connections or Hands-On-Math. A lab instructor will provide you with an answer key to check your work. A lab instructor will stamp your MLP once they feel you have successfully completed the worksheets.  
This component is graded as complete or incomplete and comprises 50% of the lab assignment grade.
  - *Step 4: Complete Lab Activity Assessment* – complete on a computer using MyMath Lab in the Math Lab. Show your stamped MLP, completed worksheets, and a valid ID to a Math Lab Instructor who will then give you access to a password protected Lab Assessment in MyMathLab located under Quizzes & Tests. No assistance is permitted while taking the assessment.  
Once the Lab Activity Assessment is completed, you must ask a Math Center Instructor to record and initial the respective grade in the Math Learning Plan.  
You will have 3 attempts to complete this assessment of the required (70%) or desired score. A Math Center Instructor must sign each attempt!  
This component is graded by your score on the assessment and comprises 50% of the lab assignment grade.

## MyMathLab

- MyMathLab can be accessed by going directly to: <http://pearsonmylabandmastering.com/?cc>
- MyMathLab is a web-based math practice and tutorial system.
- MyMathLab works BEST when using the following browsers: Mozilla Firefox (my favorite), Google Chrome, or Safari for the MAC operating system. (It works with Internet Explorer but tends to have more problems).
- You are responsible for setting up your MyMathLab account during the first week of class (will be done during your lab orientation).
- MyMathLab will be used to access required lab assessments, and to access the online, interactive course textbook and additional help materials/tools.

*Changes in the syllabus, schedule, and/or assignments for this class may be made at the discretion of your instructor.*