**College Algebra Syllabus**

MAC 1105 Spring 2019 Credit Hours 3

# Basic Information

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| --- | --- | --- | --- | --- |
| *CRN* | *MyLab Math ID* | *Class Meeting Times:* | *Room* | *Final Exam Date and Time* |
| 20075 | krise75456 | T R 2:30 – 3:45 | 1-150 | Thursday, April 25, 1:00 – 3:30 |
| 20078 | krise75456 | T R 4:00 – 5:15 | 4-205 | Tuesday, April 23, 5:00 – 7:30 |
|  |
| **College General Phone Number** | (407) 299 - 5000  |
| **College Website** | [www.valenciacollege.edu](http://www.valenciacollege.edu)  |
| **Math Department Phone Numbers** | (407) 582 - 1625 **OR** (407) 582 - 1848  |
|  |  |
| Instructor: | Scott Krise | Office Hours: | M  | 9:30 – 11:30  |
| Office: | 1-243 A |  | M W | 2:00 – 4:00 |
| Phone: | (407) 582-1884 |  | T R | 1:30 – 2:30 (virtual) |
| E-mail: | skrise@valenciacollege.edu | (Virtual Office) | F | 10:00 – 12:00 (virtual) |

# What’s this course about?

MAC1105 is college level algebra course that will help you acquire the necessary skills to model problems using algebra techniques. You will also learn to use graphing technology to solve more realistic problems that may not be easily solvable by normal algebraic techniques. As a college level course, it will require you, the student, to take an active role in your learning, including (but not limited to) reading required assignments prior to lecture and working sufficient exercises for *you* to acquire proficiency with various algebraic techniques, as well as attending class regularly and participating in collaborative problem solving.

The course is based on the study of functions and their role in problem solving. The concept of a function will be emphasized throughout the course to prepare you for future mathematics courses. *Students will be required to solve applied problems and communicate their findings effectively*. Technology tools will be utilized in addition to analytical methods. A minimum grade of C is required if MAC1105 is used to satisfy the mathematics requirement in general education.

## Prerequisites

A grade of C or better in MAT1033 or a satisfactory score on an entry assessment test is required for placement into College Algebra.  Either of these should be an indication of a satisfactory achievement of the learning outcomes associated with college preparatory mathematics, including Intermediate Algebra. A working knowledge of the topics addressed in Intermediate Algebra is essential to your success in this course!

## Skills and Competencies

Valencia faculty members have defined four interrelated competencies (Value, Think, Communicate, and Act) that prepare students to succeed in the world community. These competencies are outlined in further detail in the College Catalog. In this course, through classroom lecture and discussion, group work, and other learning activities, you will further develop your mastery of these core competencies.

## Course Learning Outcomes

* Use processes, procedures, data, or evidence to solve problems and make effective decisions.
* Use functions and function concepts to analyze and model realistic situations.
* Use appropriate technological tools to analyze and model realistic situations.

In addressing these learning outcomes, we will discuss topics covered in chapters 1 – 6 and chapter 8 in the required text (online or hardcopy).  Reading assignments and homework problems will be announced in class and are to be completed before the next class meeting. *Be advised that students are expected to read the corresponding text prior to classroom discussion of the topics, and prior to working the assigned homework problems.* Failure to do so will significantly hinder your understanding of the course, and subsequently have a negative impact on your graded performance. As the student, *you* are responsible for *your* learning, and ultimately your grade.

# What do I need?

## Required:

* A ***MyLab* *Math*** access code (includes electronic version of *College Algebra, 10th Edition* by Sullivan) and computer access. The access kit is available at the West Campus Valencia bookstore or online through MyLab.
* Supplemental text:

*Problem Solving: Writing Mathematics First Edition* (ISBN 978-1-337-03005-2) by Krise, Cengage Learning

(Available at the West Campus Valencia bookstore.)

Most of our classroom work will be from this text, so you **must** have a **hard copy** and **bring it** with you to **every** class meeting.

* You will also need a pencil w/ eraser. All hand written assignments (including tests) must be in pencil and must be easily legible and organized in order to receive a grade.
* A graphing calculator, preferably aTI-84, TI-83. The professor will use a TI-84 for instruction, but the keystrokes of these calculators are similar and both have the capabilities we will need. If you already have a different graphing calculator you are free to use it, but be warned that you will be responsible for knowing (or figuring out) how to use it.

**Note:** cell phones, tablets and similar devices may **NOT** be used as substitutes for the graphing calculator due to the wide range of other capabilities these devices share, many of which are not appropriate for the classroom.

All students must have the required materials within the first week of class, as we will begin using these materials almost immediately. Sharing and/or borrowing these items will be insufficient**.**

# What if I need HELP?

## Resources

* Your instructor is interested in your success in this class. Please ask questions of him regularly!
* Most 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 in building 7, room 240. There you will find Valencia math department staff, peer tutors, study rooms and other comfortable work areas for study group meetings, computer-based tools as available for your text, and support materials for check-out with your VCC identification card.

See the website <http://valenciacollege.edu/west/lss/math/> for more information.

* Peer tutors in 7-240 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. 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 the tutors’ 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.

# What are the class rules?

## No Show Policy

In keeping with Valencia’s commitment to “starting right”, all students in this course are required to attend the first class meeting of the term.  Students absent for the first class meeting of the term may be dropped from the course.

## Academic Honesty

You are expected to follow the instructions concerning collaboration and/or use of available aids on all graded assignments.  The professor reserves the right to determine appropriate penalties for cheating within Valencia’s policies, including, but not limited to, removing you from the course.

## Attendance

As per Valencia Community College District Board of Trustees Policy, regular attendance, *on time*, is expected of all students except in cases of illness or emergency. Roll will be called at the beginning of each scheduled class period. Students who do not respond verbally when their names are called will be marked absent.

* It is disruptive to arrive or depart while class is in session. You are expected to be in class on time, prepared to learn, and to remain in class for the entire period unless permission to leave early has been granted by the instructor. Regardless, late arrival or early departure will be recorded as an absence.
* Dropping off your books or other personal items does not constitute be present. You must be physically present and respond to roll call or you will be marked absent. Similarly, answering roll call and subsequently leaving class to take care of personal business (e.g., going to the restroom or leaving to retrieve a calculator) will be recorded as an absence. Please plan accordingly.
* On testing days, on time attendance is mandatory. Students arriving late on testing days will be marked absent and will **not** be permitted to take the test. During the test you will **not** be permitted to leave the classroom without first turning in your test. Again, please plan accordingly.
* Students who accumulate five recorded absences and/or tardies (for any reason, excused or otherwise) prior to the withdrawal deadline will be withdrawn from the course for excessive absence. **Students still enrolled in the class after the withdrawal deadline will receive a letter grade based on their overall performance in the course, regardless of the number of absences accumulated. No student will be withdrawn after the withdrawal deadline.**
* **Students who do not take the Final Exam will receive an “F” for the course. The last date of attendance will be reported for any student who withdraws from the course, is administratively withdrawn, or receives a final grade of “F” for the course. In some instances, this may result in the student being required to repay unearned portions of financial aid he or she may have received.**
* If you must be absent, it is your responsibility to find out what you missed by either contacting the instructor during announced office hours or by contacting another student. You are responsible for any information and/or assignments given during class, whether you are present or not.

## General Conduct

* You are encouraged to actively participate and ask relevant questions during class. Courtesy will be observed at all times.
* Hats and/or sunglasses are not permitted to be worn in class at any time.
* 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.
* Your instructor would like to reserve class time for discussion related to mathematics and the learning of mathematics. If you would like to discuss your grade, course policies, or other topics, please visit the instructor during office hours.
* If your actions in class are deemed by your instructor to be disruptive, you will be asked to leave class immediately. If you are ever 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 before attending class again.

## Electronics and Media

Personal electronic devices disrupt your learning as well as the learning of other students. Cell phones, tablets, smart watches, smart glasses and other electronic devices not directly related to the learning experience are not permitted to be on during class. The only electronic device allowed is the required calculator.

* Students caught using electronic devices inappropriately in the classroom may be required to leave and not return until the next class meeting. Should you be asked to leave you will be marked absent for that day. A penalty will also be assigned to your grade for each violation.
* To avoid any confusion as to whether a violation has occurred, all devices should be powered off and stored in a backpack, purse or similar container during class time. If you do not carry a suitable container the device should be powered off and stored in a pocket. If a device is out, on your desk, on your seat or in your lap, or worn on your person (smart watches or smart glasses), then you are in violation of this policy and may be instructed to leave.
* Receiving incoming calls during class time is considered a violation of the policy. You are responsible for completely silencing your devices in order to avoid the possibility of an infraction.
* Recording of any kind within the classroom is a violation of the privacy of both the instructor and your fellow students, and as such is expressly forbidden. This includes still images as well as all manner of video and/or audio recording. Violations of this policy are without the consent of the instructor and may be subject to civil and/or criminal prosecution.
* Egregious or persistent violations of these policies may result in the student being withdrawn from the course.

# How will I be graded?

Your final grade in this course will be my best judgment of how well you have satisfied the course objectives/learning outcomes for College Algebra. If you complete all of your assignments in a timely manner, then your grade will be calculated according to the criteria outlined below. If you fail to submit some assignments, or complete assignments when they are past due, I will assign a grade based on how well you appear to have learned the subject as evidenced by your overall body of work for the course. Partial credit on tests and assignments is sometimes given, when appropriate, solely at the discretion of the instructor.

## Evaluation Criteria

You will have a variety of graded assessments designed to gauge your understanding of the material. Included in these are blocks of daily homework assignments within MyLab Math, as well as in-class tests and group assignments. Each assessment will be assigned a letter grade and point grade using a standard 4-point scale:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Grade | A | B | C | D | F |
| Points | 4 | 3 | 2 | 1 | 0 |

There will be at least twelve and no more than twenty graded assessments. Of these, the three highest scores and the four lowest scores will be dropped. This is in lieu of make-ups. The remaining scores will be averaged and weighted as 80% of the overall grade. The mandatory Final Exam accounts for the remaining 20% of the course grade. Grades are not posted in Canvas. It is strongly recommended that you maintain a folder containing all of your graded classwork.

 Final letter grades will be assigned according to the following criteria:

1. Average 3.5 or better on required course work.
2. Average 2.5 or better on required coursework.
3. Average 1.5 or better on required coursework.
4. Average 0.5 or better on required coursework.

## Foundation Inspection

Administered within *MyLab Math* in the homework category, this assignment serves as your review of intermediate level algebra. It consists of 37 questions covering prerequisite learning outcomes for College Algebra. As with other assignments in the homework category, multiple attempts are allowed on each question, and a number of online aids are available.

This assignment has a hard and fast deadline of **January 20**.

## Homework

Completion of homework, including reading assignments, on a regular basis is crucial to your success in this course. Much of the problem-solving work done in class depends on all students having **completed the reading and homework problems prior to attempting the class work**. *Some course content is covered primarily in these reading and exercise assignments*.

* Your text and homework questions are accessed using *MyLab Math* through Pearson’s MyLab/Mastering website*.*  You will need the Course ID for your section (see Basic Information) and an access code to register. Regular homework assignments and practice exercises are available along with tutorials. You are encouraged to seek assistance from the instructor if you encounter difficulties with the assigned problems.
* The registration deadline for MyLab Math is March 22. If you have not registered for the software by this deadline you may not be allowed to register and continue using MyLab Math this semester.
* You must utilize the *MyLab Math* software to receive credit for homework assignments.
* Due dates will be announced in class. You should strive to keep up with the homework assignments throughout the semester. **Waiting until the last minute to submit homework is not advised. Deadlines will not be extended for individual students for any reason.**

## Progress Tests

## Based on the reading and homework assignments as well as in-class instruction, these assessments consist of 25 short answer questions designed to gauge your understanding of the general concepts of college algebra, including working with equations and inequalities, using proper algebraic notation and performing calculations. You are required to show work in an organized and legible manner.

* Test dates will be announced in class at least one week prior to each test. All students will take each test with their scheduled class at the appointed time. You are responsible to be prepared for each test on the scheduled date.
* On testing days, on time attendance is mandatory. Students arriving late on testing days will be marked absent and will not be permitted to take the test. During the test you will not be permitted to leave the classroom without first turning in your test. Please plan accordingly.
* You must complete each test within the time allotted during the class period.
* During a test backpacks, purses and other personal items must be stored on the floor beneath your seat. The only items other than the test allowed on the desk are scratch paper (loose, unmarked), pencils, erasers and the required calculator. Calculator covers should be stored with your personal items.
* During a test all testing items (especially your calculator!) should remain above your desk so as to be visible to the instructor at all times. Repeated violations of this policy will be construed as cheating and will be dealt with accordingly.
* All materials in your work area during testing, including electronic memory, are subject to thorough and unannounced inspection by the instructor.
* 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; you must meet with the instructor if you wish to discuss your grade.

## Application Assessments

Based on the problem-solving text, these assessments are designed to test your ability to solve realistic problems using algebraic techniques.  The general topics covered on these assessments are Linear, Quadratic, Exponential, Logarithmic, Polynomial, and Rational Functions. Additional content may appear in relation to any of the general topics, including but not limited to systems of equations, piecewise functions and transformations of functions.  Any additional content included will have been covered in class and/or the homework exercises prior to the assessment.

Also, be advised that algebra is a cumulative discipline, so content from previous assignments or assessments may be required to solve subsequent problems.

* You must complete each in-class assessment within the time allotted during the class period.
* All materials in your work area during testing, including electronic memory, are subject to thorough and unannounced inspection by the instructor.

## Final Exam

In this course your final inspection consists of 15 short response questions chosen by your professor and one application assessment problem consisting of 10 questions.

**Failure to take the exam will result in a course grade of “F” being automatically assigned.**

The West Campus Math Department requires all college algebra students to complete five departmental exam questions. These will be administered during the Final Exam period. A scantron answer sheet will be provided for these questions. You will need a #2 pencil, blank scratch paper and your approved calculator for this test. The General Education problem will also be administered at this time. A Final Exam letter grade will be assigned based on the combined results of all three parts of the Final Exam.

# Important Dates

## Withdrawal Deadline

The deadline for withdrawing from class with a grade of “W,” if you are eligible to do so, is March 22 for Full-Term classes. After the deadline you will not be permitted to withdraw yourself from the class. If you do not withdraw and do not take the final exam, then you will receive a grade of “F.”

Any student still enrolled in the course after the withdrawal deadline will receive a letter grade based on their demonstrated understanding of the course content. *No one will receive a “W” after the deadline.*

Florida Statute states that any person attempting a class for a third time may not withdraw from the class; the student must receive a grade of A – F.

## College Closed

The College will be closed for holidays on January 21, February 15 and March 11-17.

## Grades Available

Your Final grade will be posted in Atlas and will be viewable on April 30.

# Miscellaneous Info

## 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, ext. 1523).

## Disclaimer

Changes in this syllabus, including the evaluation procedures, may be made at the discretion of the instructor. Any necessary changes will be announced in class and this syllabus will be updated electronically and posted on Canvas.