

COLLEGE ALGEBRA -- MAC 1105

Course Syllabus

(Last Revised: December 18)

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Course: College Algebra - MAC 1105
CRN: 27530
Meets on Tuesdays & Thursdays from 6:00 PM to 7:15 PM
Lake Nona High School Room 405
First Day of Class: 10 Jan 2012
Last Day of Class: 24 Apr 2012 -- Final Exam

Description:

- Prerequisite: Minimum grade of C in either MAT 0025C or 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.
- Three (3) credit hours are awarded for completion with a grade of C or better.

Supporting Attachments:

- Tentative Schedule
- Homework Assignments

Required Materials

- Text: College Algebra, Sullivan, Ninth Edition
- Calculator: A graphing calculator that does not perform symbolic manipulations is required. The TI-83 or TI-84 is used for in-class demonstrations and is particularly recommended.

Attendance:

- You are expected to **attend every class meeting**, unless an illness or emergency makes it impossible for you to do so.
- Absences **are never excused**, regardless of the reason, and will always be counted against the maximum allowed number of absences (please see below).
- You are responsible for any information and/or assignments given during class, whether you are present or not. In the event that you anticipate the need to miss a class period, and you desire to get credit for any test or quiz to be given during the class you will miss, you need to discuss the situation with your instructor, **prior to the absence**, and attempt to identify the manner in which you will submit the assignment, test, quiz early.
- You **will not be allowed to "make up"** assignments that you miss due to an absence. If you are absent on a day that an in-class activity occurs for credit or extra credit, your grade may 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. **Students who are more than ten (10) minutes late will be marked as absent for the entire class.**
- Students who miss fifteen percent (15%) or more of scheduled classes, **regardless of reason**, and who have not maintained a class average of a “C”, are subject to be withdrawn by the instructor. In the event that your personal circumstances are such that you may have more than this number of absences, it is YOUR responsibility to meet with the instructor and to provide compelling argument as to why you should not be withdrawn and why your success may be expected in this class.

Course Grade Determination

- Your grade will be based upon your demonstrated performance in the following areas and will be weighed in the indicated manner:

Homework Assignments:	15%
In-Class Tests (five):	60%
Final Exam:	25%

- The grading scale is the standard 10 percent for grades:

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

Graded Assessments:

- Homework Assignments:
 - ✓ Homework is assigned for each textbook section addressed and is based directly on problems found in your textbook.
 - ✓ The homework is detailed on the “Homework Assignments” link on the class website.
 - ✓ Unless otherwise specified, all homework is due at the beginning of the next class period after the subject matter is scheduled to be addressed in class. Note: If it is necessary for you to miss a class on the day that a homework assignment is due, either a) arrange to turn-in the assignment ahead of time, or b) forward your completed assignment to your instructor by email **before** the end of the day that the assignment is due.
 - ✓ Homework is assigned as a “learning tool”. Accordingly **it is essential for your success in this course for you to be able to demonstrate your ability to accurately complete each assignment.**
 - ✓ You may work independently, or in groups to complete the homework assignments.
 - ✓ When submitting your assignments you are to include sufficient steps **to convince me** that you actually did the work, understood the material and did not simply ‘copy’ an answer from the back of the book or from another student.
 - ✓ Please note that the number of problems included in an individual homework ‘set’ has been designed so that it should take you no more than one (1) hour to complete an individual problem set. This time is **in addition to** the time you may take studying your textbook.
 - ✓ It is suggested that you attempt to develop the skills so that you can complete an individual homework assignment in less than 30 minutes. When you develop this skill level you may anticipate success on the number of questions that will be found on in-class tests and the final exam.
- In-Class Tests:
 - ✓ There will be a total of five (5) chapter tests administered in class.
 - ✓ In order to account for an emergency absence or a single bad day, the lowest test score will be dropped when calculating the final average.
 - ✓ You are given test dates ahead of time – see “Tentative Schedule” on the class website.
 - ✓ If something will prevent you from taking an test, **you must contact me before the test** to discuss the option of an earlier date/time to take the test.
 - ✓ Failure to contact me **before the scheduled test time will result in a zero** on the test, no matter why you missed it (extreme illness with doctor’s notes are unlikely to be an exception).
 - ✓ There will be no makeup tests at all whatsoever, unless deemed necessary by me.
 - ✓ This is college and you must take the responsibility to make sure you are here and prepared on test days.
- Final Exam:

- ✓ The Final Exam will be held during the last class meeting on **Tuesday, April 24, 2012** in our regularly scheduled classroom from **6:30 pm to 9:00 pm**. Please note that this time may vary slightly from the 'official' schedule.
- ✓ The final exam will address all textbook sections assigned for study this term.

Make-ups:

- NO homework assignments will be awarded any credit if submitted after the due date.
- NO make-up tests will be given.
- Bottom-Line: Plan ahead and don't be late!

College Withdrawal Policy:

- The College has initiated withdrawal procedures and timelines in response to legislation/rules adopted by the state legislature and State Board of Community Colleges.
- The deadline to withdraw from this course is March 23, 2012. A student is not permitted to withdraw AFTER this deadline.
- If you plan on withdrawing from the course YOU MUST DO SO YOURSELF. It is your responsibility to complete the withdrawal process through *Atlas* if you plan not to attend for the rest of the term.
- For a complete policy and procedure overview on Valencia Policy 4-07 please go to:
<http://valenciacollege.edu/generalcounsel/policydetail.cfm?RecordID=75>.

Academic Dishonesty:

- All forms of academic dishonesty are prohibited at Valencia.
- Academic dishonesty includes, but is not limited to, plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, and misuse of identification with intent to defraud or deceive.
- Sanctions available to the professor should a violation occur are described in the Valencia Student Handbook or online at <http://valencia.cc.fl.us/policies/PDF/10-16.pdf>.

Tutoring:

- Walk-by tutoring is given to students in Student Activities Center (across from and between Rooms 403 and 417). The Student Activities Center has limited tutoring hours.

Valencia Student Core Competencies:

- Valencia faculty have defined four interrelating competencies (Think, Value, Communicate, Act) that prepare students to succeed in the world community.
 - ✓ Think clearly, critically, & creatively by analyzing, synthesizing, integrating & evaluating knowledge.
 - ✓ Evaluate your own & others' Values from individual, cultural & global perspectives.
 - ✓ Communicate by reading, listening, writing & speaking effectively.
 - ✓ Act purposefully, reflectively, & responsibly by implementing effective problem solving & decision making.
- In this course, through classroom lecture and discussion, group work, and other learning activities, you will further your mastery of those core competencies.
- Additional information is available in the College Catalog
<http://valenciacc.edu/catalog/04-05/default.htm> on page 14.

CLAST Competencies:

- The College-Level Academic Skills Test (CLAST) measures the following: reading skills, essay skill, English language skills, and mathematics skills.
- To the extent possible, you will be encouraged to develop these skills as part of your work in this course.
- Additional information is available in the College Catalog (<http://valenciacc.edu/catalog/04-05/default.htm> on pages 78-80).

Student Classroom Etiquette:

- You are encouraged to ask relevant questions during class.
- Your attitude will greatly affect your ability to succeed in this course. It will also affect your classmates' attitudes when you participate in class discussions.

- If your comments or actions in class are deemed by the instructor to adversely affect other students' attitudes, they are considered disruptive. If your actions in class are deemed by the instructor to be disruptive, you may be asked to leave. Keep in mind that this is a learning environment and everyone has paid to attend this class.
- To keep the classroom a proper learning environment you should follow these rules at all times:
 1. You should be respectful to the professor and your fellow students by not talking unless it is a question about math.
 2. Do not come to class late or leave early.
 3. All cell phones should be turned off or muted.
- Above all, behave like an adult as I will treat you as an adult.

Student Code of Classroom Conduct:

- Valencia is dedicated not only to the advancement of knowledge and learning, but is concerned with the development of responsible personal and social conduct.
- By enrolling at Valencia, a student assumes the responsibility for becoming familiar with and abiding by the general rules of conduct.
- The primary responsibility for managing the classroom environment rests with the professor.
- Students who engage in any prohibited or unlawful acts that result in disruption of a class may be directed by the professor to leave the class.
- Violation of any Valencia policies/procedures or classroom rules may lead to disciplinary action up to and including expulsion from the College.
- Disciplinary action could include being withdrawn from the class, disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions.
- Valencia Student Code of Classroom Conduct (Policy 10-18) can be found in the current Student handbook, or online at <http://valencia.cc.fl.us/policies/PDF/10-18.pdf>.
- Additional information is available in the College Catalog <http://valenciacc.edu/catalog/04-05/default.htm> on page 65 - 66.

Students with Disabilities:

- Students with disabilities who qualify for academic accommodations must provide a notification from the Office for Students with Disabilities (OSD) and discuss specific needs with the instructor, preferably during the first two weeks of class.
- The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities.

Fairness Policy:

- Valencia is a great place for students with multiple obligations to pursue an education, as we offer many different class scheduling options and we are committed as an institution to helping students reach their goals.
- However, it is crucial to the success of our students after graduation (or upon transfer) that we maintain the academic integrity of our classes.
- Please understand that all students must earn grades using the same scale in order to maintain integrity and provide a level of fairness to all students within a class.
- Many students are working full time and supporting/raising families, often as single parents; unfortunately it is not possible to grade students based on what they are experiencing in their individual personal lives.
- While I am always willing to talk to you and advise you through difficult times, it would not be fair to your fellow classmates, many of whom are going through similar situations, for me to make grading exceptions for one student based on their life situation.

Disclaimer:

- This syllabus is subject to changes upon my discretion. Changes made after the beginning of the term will be posted on the class website.
- In addition to the policies outlined above, I try to adhere to all school policies. You should familiarize yourself with Valencia's policies, including those concerning academic honesty, classroom conduct, and withdrawal from class.