Math 1314- College Algebra- Fall 2020 Syllabus - Online

Disclaimer: This syllabus is current and accurate as of its posting date, but will not be updated. For the most complete and up-to-date course information, contact the instructor.

Instructor Information
Instructor: Mrs. Paula Koca
Office: MCS 220L
Office Phone: (325) 486-5437
E-mail: paula.koca@angelo.edu
Office Hours:
Monday: 10:00am – 1:00pm ; 2:00 – 2:30 pm
Tuesday: 11 am – 12:30 pm
Wednesday: 10:00am  – 1:00pm
Thursday: 11 am – 12:30 pm
Friday: 12:30 – 1:00pm or By Appointment

This is an online course and therefore all of the learning will take place online. To be successful in this course you must be able and willing to do the following:

- Access the internet from home and/or school.
- Spend quality time each week preparing for new material and completing homework and quizzes (approximately 10-12 hours or more).
- Organize your notes, homework, quizzes, and exam reviews in an easily accessible and easily readable form, preferably in a 3-ring binder.
- Ask questions, form a study group, and visit the Math Lab or use Upswing as needed.
- Complete all homework and quizzes accurately and on time.
- Prepare for exams and perform successfully on exams.

Math Lab: The Math Learning lab is available on campus that provide FREE math tutoring. Feel free to utilize this great resource- no appointment is necessary. More information on the math lab can is found using the following link: https://www.angelo.edu/dept/freshman-college/math-lab.php

Blackboard/Email:
- I plan to post notes, exam reviews, quizzes, and other documents on Blackboard. I will expect you to print these documents and use them throughout the semester. I will also post grades and other important announcements on Blackboard.
- Blackboard can be accessed through RamPort or by visiting http://blackboard.angelo.edu.
- I will send you information via email. It is your responsibility to regularly check your angelo.edu email account. All electronic correspondence will be sent to your ASU e-mail account unless other arrangements are made. I will do my best to respond to all emails by the next business day.

Lecture Notes: It is your responsibility to print the lecture notes from Blackboard and fill them in using the videos posted. I strongly suggest keeping your notes and other class materials in a 3-ring binder.

Homework: Some homework will be assigned over each section through MyOpenMath software. This is a free online homework system. Instructions on accessing the homework and setting up an account will be available in Blackboard.
Other useful homework information:

- Homework assignments will consist of homework problems completed on MyOpenMath and occasional quizzes.
- Quizzes will be submitted through Gradescope. You can find more details on using this program in Blackboard.
- **No late work will be accepted!**
- I will drop 5 homework/quiz grades at the end of the semester to help compensate for unavoidable circumstances.

**Exams:** There will be 4 exams during the semester and a cumulative final. Non-graphing calculators are allowed on the exams. If you have questions, feel free to contact me. All exams will be online in MyOpenMath.

**There will be no make-up exams.** If it benefits you, your final exam grade may replace your lowest test grade. This means that if you miss one test, your final exam grade will replace it. If you miss a second test, you will receive a grade of zero for it.

The dates below are tentatively scheduled. If you are unable to take your exam on the date given, please email me and we will find a solution.

<table>
<thead>
<tr>
<th>Exam</th>
<th>Date</th>
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<tbody>
<tr>
<td>Exam 1</td>
<td>Thursday, September 10th</td>
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<tr>
<td>Exam 2</td>
<td>Monday, September 28th</td>
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<tr>
<td>Exam 3</td>
<td>Monday, October 19th</td>
</tr>
<tr>
<td>Exam 4</td>
<td>Monday, November 9</td>
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<tr>
<td>Final Exam</td>
<td>November 20 &amp; 21</td>
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</table>

**Final Exam:** A comprehensive final exam will be given November 20\(^{th}\) -21\(^{st}\).

**Grading:** Grades will be roughly determined as follows:

- Daily Grades (homework, quizzes, surveys, etc)- 15%
- Exams (4)- 15 % each
- Final Exam- 25%

**Final Grades:** Final grades will be determined using the following scale

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

**Special Notes for Online Courses:**

- Since this class has no regular class meetings, it is your responsibility to learn the material and to stay current with the course material being covered.
- During the week, a regular lecture course would spend 3 hours a week to cover the topics in a lecture format. For online courses, you need to allot around 3 hours a week to watch the lecture videos and utilize any resources needed.
- As an estimation, you can expect to spend an additional 6 – 9 hours a week completing the homework, quizzes, and studying for exams.
- During the working day I will do my best to reply to your emails the same day. Outside of the working day, I will respond as soon as possible, but it might be the next working day before a response is sent.
• Keep in mind that all homework will be due at 4:00 pm on Monday and Thursday. Try to work on your homework and quizzes as soon as possible as computer and internet problems do occur. There are no extensions on homework and quizzes.
• Keep a homework notebook with problems thoroughly worked out to help study for your exams. 
• Feel free to come by my office at any time for help during office hours. However, please be aware that only one student is allowed in my office at a time. Meeting in Blackboard Collaborate is a great alternative to traditional office hours in that we can meet virtually. If my office hours are not convenient for you, send me an email or give me a call to arrange for another time that is more convenient.

Required Use of Masks/Facial Coverings by Students in Class At Angelo State University

As a member of the Texas Tech University System, Angelo State University has adopted the mandatory Facial Covering Policy to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

Statement for Online Courses

This is an online course that will be delivered via Blackboard. If you choose, you can complete this course without visiting the ASU campus.

Please refer to this Health and Safety web page for updated information about campus guidelines as they relate to the COVID-19 pandemic.

Drop Date: November 10th is the last day to drop a course with a W or withdraw from ASU.

General Policies Related to this Course:

All students are required to follow the policies and procedures presented in these documents:

Angelo State University Student Handbook
Angelo State University Catalog

Accommodations for Students with Disabilities

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of
Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website. The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford
Director of Student Disability Services
Office of Student Affairs
325-942-2047
dallas.swafford@angelo.edu
Houston Harte University Center, Room 112

**Title IX at Angelo State University**
The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance.

Students are encouraged to report any incidents of sexual misconduct directly to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator at:

Michelle Boone, J.D.
Director of Title IX Compliance/Title IX Coordinator
Mayer Administration Building, Room 210
325-942-2022
michelle.boone@angelo.edu

You may also file a report online 24/7 at www.angelo.edu/incident-form.

If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.

**Student Absence for Observance of Religious Holy Days:** A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day for more information.

**Incomplete Grade Policy:** It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more information.
Student Conduct Policies

Academic Integrity: Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject to disciplinary action and possible expulsion from ASU.

The College of Science and Engineering adheres to the Statement of Academic Integrity.

Plagiarism: Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality via Turnitin. Resources to help you understand this policy better are available at the ASU Writing Center.

Copyright Policy: Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

Student Learning Outcomes

1. Students will demonstrate factual knowledge including the mathematical notation and terminology used in this course. Students will read, interpret, and use the vocabulary, symbolism, and basic definitions used in college algebra including the real numbers, exponents, radicals, polynomials, factoring, functions, equations, inequalities, and graphs.

2. Students will describe the fundamental principles including the laws and theorems arising from the concepts covered in this course. Students will identify and apply the laws and formulas that result directly from the definitions; for example, the quadratic formula, rules of exponents, and properties of logarithms.

3. Students will apply course material along with techniques and procedures covered in this course to solve problems. Students will use the facts, formulas, and techniques learned in this course to simplify algebraic expressions, graph functions, and solve inequalities, equations, and systems of equations.

4. Students will develop specific skills, competencies, and thought processes sufficient to support further study or work in this field or related fields. Students will acquire a level of proficiency in the fundamental concepts and applications necessary for further study in academic areas requiring college algebra as a prerequisite, or for work in occupational fields requiring a background in algebra. These fields might include education, business, finance, marketing, computer science, physical sciences, and engineering, as well as mathematics.

Course Content

Textbook: College Algebra from OpenStax. This is a free textbook available online at www.openstax.org/details/college-algebra. You can also purchase a print version, if you prefer, via the campus bookstore. The following topics are covered.

1. A Review of Basic Algebra: Real Numbers; Integer Exponents and Scientific Notation; Rational Exponents and Radicals; Polynomials; Factoring Polynomials; Rational Expressions.
2. **Equations and Inequalities**: Linear Equations and Rational Equations; Applications of Linear Equations; Complex Numbers; Quadratic Equations; Applications of Quadratic Equations; Other Types of Equations; Inequalities; Absolute Value.

3. **Functions and Graphs**: Functions and Function Notation; The Rectangular Coordinate System and Graphing Lines; Linear Functions and Slope; Writing and Graphing Equations of Lines.

4. **Functions**: Graphs of Functions.

5. **Polynomial and Rational Functions**: Quadratic Functions

6. **Exponential and Logarithmic Functions**: Exponential Functions and Their Graphs; Logarithmic Functions and Their Graphs; Properties of Logarithms; Exponential and Logarithmic Equations.

7. **Linear Systems**: Systems of Linear Equations.

**Subject Matter**: (tentative schedule- subject to change)

The subject matter schedule listed below is tentative, and subject to change and adaptation. For current, updated information about course topics, contact the instructor or see Blackboard.

**Tentative Course Schedule**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topics</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Syllabus &amp; Orientation, Real Numbers, Exponents &amp; Scientific Notation</td>
</tr>
<tr>
<td>2</td>
<td>Rational Exponents, Radicals, &amp; Polynomials</td>
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<tr>
<td>3</td>
<td>Factoring &amp; Rational Expressions,</td>
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<tr>
<td>4</td>
<td>Review for Exam 1, EXAM 1, &amp; Rectangular Coordinate System</td>
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<tr>
<td>5</td>
<td>Linear Equations &amp; Applications of Linear Equations</td>
</tr>
<tr>
<td>6</td>
<td>Complex Numbers, Quadratic Equations, &amp; Prepare for Exam 2</td>
</tr>
<tr>
<td>7</td>
<td>EXAM 2, Other Types of Equations &amp; Inequalities</td>
</tr>
<tr>
<td>8</td>
<td>Functions and Function Notation, Domain and Range, &amp; Absolute Value Functions</td>
</tr>
<tr>
<td>9</td>
<td>Linear Functions, Quadratic Functions, Prepare for Exam 2</td>
</tr>
<tr>
<td>10</td>
<td>EXAM 3, Exponential Functions &amp; Graphs</td>
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<tr>
<td>11</td>
<td>Logarithmic Functions and Graphs of Logarithms</td>
</tr>
<tr>
<td>12</td>
<td>Logarithmic Properties &amp; Exponential and Logarithmic Equations &amp; Prepare for Exam 4</td>
</tr>
<tr>
<td>13</td>
<td>EXAM 4, Systems of Linear Equations</td>
</tr>
<tr>
<td>14</td>
<td>Review for Final Exam</td>
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<tr>
<td></td>
<td>FINAL EXAM (November 20-21)</td>
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**Modifications to the Syllabus**

This syllabus, including grade evaluation and course schedule, is subject to modification. In particular, the COVID-19 pandemic may require significant changes in course delivery and content on potentially short notice.

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3. [http://www.angelo.edu/catalogs/](http://www.angelo.edu/catalogs/)

4. [https://www.angelo.edu/services/disability-services/](https://www.angelo.edu/services/disability-services/)

5. [http://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of](http://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of)

6. [http://www.angelo.edu/content/files/14197-op-1011-grading-procedures](http://www.angelo.edu/content/files/14197-op-1011-grading-procedures)

