Math 1314.DCD - Dual Credit with Mrs. Koca
College Algebra – Fall 2021

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: Paula Koca
Email: paula.koca@angelo.edu
Phone: 325-486-5437
Office: MCS 220L

Office Hours:
Monday: 11am -1pm, 2-2:30 pm
Tuesday: 11am – 1pm
Wednesday: 11am -1pm
Thursday: 11am – 1pm
Friday: 9am – 9:30am, 12-1pm
Note: When contacting me via email or phone, allow 24 hours for a response. I do not make it a habit to check email from home.

Course Information

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

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.

**Course Content**

Textbook: College Algebra from OpenStax. This is a free textbook available online at [www.openstax.org/details/college-algebra](http://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.

**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.

Technology Requirements
For this class, you must have access to a computer, printer, webcam, and scanner.

Throughout the semester we will be using Blackboard Collaborate (which requires a web cam), MyOpenMath, and Gradescope.

Grading

Evaluation and Grades
Course grades will be determined as indicated in the table below.

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Percent of Total Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework</td>
<td>15%</td>
</tr>
<tr>
<td>Exam 1</td>
<td>15%</td>
</tr>
<tr>
<td>Exam 2</td>
<td>15%</td>
</tr>
<tr>
<td>Exam 3</td>
<td>15%</td>
</tr>
<tr>
<td>Exam 4</td>
<td>15%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>25%</td>
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</tbody>
</table>

Grading System
Course grades will be dependent upon completing course requirements and meeting the student learning outcomes. Assignments and grades will be posted on Blackboard.

The following grading scale is in use for this course:

- A = 90.00-100 %
- B = 80.00-89.99 %
- C = 70.00-79.99 %
- D = 60.00-69.99 %
- F = 0-59.99 %
Attendance Policy
In-class attendance will be taken daily. If you are tardy, it is your responsibility to let me know after class so I can change my records. Do not make tardiness a habit. Also, it is your responsibility to check for missed assignments on Blackboard when you are absent.

Drop Date
The last day to drop a class is Monday, November 22, 2021.

Major Course Requirements

Lecture Notes
- It is your responsibility to print the lecture notes from Blackboard and bring them to class each day. I strongly suggest keeping your notes and other class materials in a 3-ring binder.

Blackboard and Email
- I post notes, reviews, and other documents on Blackboard. I expect you to print these documents and bring them with you to class when I tell you to. 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 frequently send you information via email. It is your responsibility to regularly check your angelo.edu email account. All communication outside of class will be sent to your ASU e-mail account. I will do my best to respond to all emails by the next business day.

Homework
- Homework will be assigned over each section from the textbook (listed under “Course Content”). Additional homework assignments will be available through MyOpenMath software, linked in Blackboard. This is a free online homework system. Instructions on accessing the homework will be available in Blackboard.
- Daily assignments will consist of homework problems completed on worksheets/textbook problem sets, submitted digitally via Gradescope.
- No late work will be accepted!
- I will drop 3 homework 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 paper and pencil format.
- 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 exam, your final exam grade will replace it. If you miss a second exam, 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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</thead>
<tbody>
<tr>
<td>Exam 1</td>
<td>Tuesday &amp; Wednesday, September 21-22</td>
</tr>
<tr>
<td>Exam 2</td>
<td>Tuesday &amp; Wednesday, October 12-13</td>
</tr>
<tr>
<td>Exam 3</td>
<td>Tuesday &amp; Wednesday, November 2-3</td>
</tr>
<tr>
<td>Exam 4</td>
<td>Tuesday &amp; Wednesday, November 16-17</td>
</tr>
<tr>
<td>Final Exam</td>
<td>Tuesday &amp; Wednesday, December 7-8</td>
</tr>
</tbody>
</table>

Final Exam
A comprehensive final exam will be given. See above table for dates and time.

Common Courtesy:
Please refrain from carrying on personal conversations once class has started. Be courteous to your peers when they are responding in class by listening to what they have to say.

You are not given a grade in a college course; you EARN your grade. It is your responsibility to put in as much effort as it takes to earn this grade. This includes utilizing (as needed) all available study aid options (my office hours, the Math Lab, reading outside texts, etc.) to resolve any questions or concerns you might have about any aspect of the course.

Math Lab
There is a free math lab where you can do your homework and get help with it. It is located on the third floor of the library in room C302. Math Lab Hours can be found at this location on the Angelo State University website: http://www.angelo.edu/dept/mathematics/lab_hours.php
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

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 of disciplinary action and possible expulsion from ASU.

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

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
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.

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. Resources to help you understand this policy better are available at the ASU Writing Center.

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.

Title IX at Angelo State University
Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Miller, J.D. You may submit reports in the following manner:
Online: [Incident Reporting Form](#)¹⁰
Face to Face: Mayer Administration Building, Room 210
Phone: 325-942-2022
Email: michelle.miller@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State’s policy please visit the [Title IX website].¹¹

**Information About COVID-19**
Please refer to ASU’s [COVID-19 (Coronavirus) Updates]¹² web page for current information about campus guidelines and safety standards as they relate to the COVID-19 pandemic.

**Modifications to the Syllabus**
This syllabus, including grade evaluation and course schedule, is subject to modification on potentially short notice based on developing circumstances.

**Course Schedule**

- **Week 1** – Syllabus & Orientation
- **Week 2** – 1.1,1.2,1.3
- **Week 3** – 1.3,1.4,1.5
- **Week 4** – 1.5,1.6,Review 1
- **Week 5** – Exam 1,1.6,2.2
- **Week 6** – 2.3,2.4,2.5
- **Week 7** – 2.5,2.6,Review 2
- **Week 8** – Exam 2,2.6,2.7
- **Week 9** – 2.7,2.1,3.1
- **Week 10** – 3.2,4.1,Review 3
- **Week 11** – Exam 3,5.1,6.1,6.2
- **Week 12** – 6.3,6.4,6.5
- **Week 13** – 6.6,Exam 4
- **Week 14** – 7.1,7.2
Week 15 – Review for the Final Exam
Week 16 – Final Exam

1 https://blackboard.angelo.edu/
2 https://www.angelo.edu/current-students/student-handbook/
3 https://www.angelo.edu/academics/catalog/
5 https://www.angelo.edu/current-students/disability-services/
6 https://www.angelo.edu/content/files/14197-op-1011-grading-procedures
7 https://www.angelo.edu/live/files/27603-student-handbook-2020-21#page=96
8 https://www.angelo.edu/current-students/writing-center/academic_honesty.php
9 https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of
10 https://www.angelo.edu/incident-form
11 https://www.angelo.edu/title-ix
12 https://www.angelo.edu/covid-19/