



Math 1314.03 Syllabus Spring 2018

Course Title: Pre-Calculus Algebra, CRN 20118

Room: Lee Drain Building Room 216

Class Time: Mon/Wed/Fri 8:00 – 8:50am

Instructor: Julie Albert

Office: Lee Drain Building Room 408

E-mail: jna003@shsu.edu

Office Phone: 936-294-4573

Office Hours: Mon / Wed / Fri 9:00 – 11:00 am *or by appointment*

When e-mailing instructor: include name, course (Math 1314-03), and write professionally.

****E-mail is the preferred method of communication.****

Course Description:

Topics include a brief review of introductory algebra, variation, elementary theory of equations, functions (including exponential and logarithmic), inequalities, systems of equations, and other related topics.

Prerequisites: Passing score on the Math TSI Assessment or equivalent. Credit 3. (From Sam Houston State University Undergraduate Catalog 2017 – 2018)

Additional Course Information:

Pre-Calculus Algebra (Math 1314) and Plane Trigonometry (Math 1316) provide an alternate route to Calculus I (Math 1420). Also, Pre-Calculus Algebra is a degree requirement in some majors who do not require Calculus I. For many majors Math 1314 is the mathematics course required to fulfill component area 2 of the core curriculum. For other majors, students may select between Math 1314 and Math 1332 to fulfill component area 2. Speak with your advisor if you want information about requirements specific to your major field of study.

Course Objectives:

The following topics will be included as time allows:

- ❖ Sets and interval notation
- ❖ Simplifying expressions
- ❖ Solving various classes of equations and inequalities
- ❖ Variation and other applications
- ❖ Functions, domain, and range
- ❖ Symmetry and other properties of functions
- ❖ Function algebra
- ❖ Inverse functions
- ❖ Graphing functions
- ❖ Logarithmic and exponential functions and applications

Textbook: Aufmann, Richard N., and Nation, Richard D. *College Algebra*, 8th Edition. Print ISBN-13: 978-1285434773.

Required Materials:

*Scientific or Graphing calculator. TI – 83 or 84. **Students need a calculator that can do logarithms.**

Note: TI-Nspire calculators will only be allowed if the instructor has placed them in press-to-test mode. It is then the student's responsibility to get the calculator out of press-to-test mode after the test. If you do not want your calculator placed in press-to-test mode or are not confident of your ability to get it out of press-to-test mode, then you should bring a different calculator to the test.

*Hand-outs provided through **Blackboard**.

Grades:

Grades will be based on a point system. Grades will be posted periodically on Blackboard.

Category	Points per Assignment	Number of Assignments	Total Points per Category
Review Quizzes	10	18	180
Practice Problems	10	22	220
In-Class Quizzes	20	4	80
Class Participation	3	30	90
Tests	400	4	1600
Final Exam	400	1	400
Total Points			2570

There are a total of 2570 points possible. Letter grades will be calculated based on 2500 points being a 100%. A perfect score of 2570 would be equivalent to 102.8%. In addition to having a minimum number of total points, each letter grade corresponds to a minimum letter grade on the final exam. Letter grades will be assigned at the end of the semester as follows:

Letter Grade	Minimum Total Score	Minimum Score on Final Exam
A	2250	320 (80%)
B	2000	280 (70%)
C	1750	240 (60%)
D	1500	240 (60%)
F	-	-

Pre-Lesson Review:

There is a pre-lesson review at the beginning of each section in the handouts. The pre-lesson reviews cover material from Math 0331, Math 0332, or high school-level mathematics courses. Students are expected to read over the pre-lesson review before class. The examples included in the review are worked out in videos posted on Blackboard. There will be a review quiz over each pre-lesson review.

Review Quizzes:

Review quizzes are to be turned prior to the beginning of class. No exceptions. Any student with a planned/excused absence will be responsible for getting the quiz to the instructor **prior** to class. These quizzes cover the material presented in the pre-lesson review. Quizzes will be graded and returned promptly. Students should work on these quizzes independently. Each review quiz is worth 10 points.

Lesson:

Each time class meets one lesson will be covered from the handouts posted in Blackboard. Arriving to class with the handouts printed will aid you in taking notes in class.

Practice Problems:

There will be practice problems after the lesson in each section in the handout. The due dates for these problems are posted on the course schedule.

Class Participation:

Points can be earned for class participation based on attendance and attentiveness in class. Points will not be awarded for excessive tardiness, early departures, electronic device use during class, and any other distractions to the class during class time.

Attendance:

Attendance sheets will begin circulating at the beginning of each class period. If a student is not sitting in their assigned seat and does not sign the attendance seat, they will be marked as absent.

Please treat this class as you would any professional commitment. If you miss a class, please contact the instructor as quickly as possible, preferably by sending email to jna003@shsu.edu. In your email, include a brief explanation of why the upcoming class will have to be missed.

Planned Absences:

If a student knows that he/she will miss class for athletics, court dates, or another planned documented reason, he/she must turn in work before leaving or scan it and e-mail it to the instructor **prior** to the class period when it is due if he/she would like to receive credit. Otherwise, the missed assignment cannot be made-up or turned in late.

Arriving Late:

If a student arrives after the role has circulated the class, the student will be marked absent. If a student knows that he/she will be tardy, an email to the instructor is common courtesy.

If a student arrives late for a test, he/she will be allowed to start the test late as long as he/she arrives before the first test has been turned in. If another student has already turned in their test, then no additional students will be allowed to begin testing.

Leaving Early:

If a student leaves early, she/he will be marked absent.

Missing Class:

If a student misses class, it is her/his responsibility to get the notes from another student in the class. Missing material is not grounds for turning in assignments late.

Unless approved by the instructor **prior** to the date of a test, there will be **no make-up** for a missed test. A missed final examination can be made up only by approval of the Dean of the College of Arts and Sciences or a higher administrative official.

Getting Help:

For any questions or concerns related to class material, homework, or grades please stop by the instructor's office or send an e-mail to ina003@shsu.edu.

Grade check forms must be brought to the instructor's office.

Tutoring Options:

Assistance with homework is available by coming to office hours, setting up an individual appointment with your instructor or going to the Math Center (Farrington Room 104). The Math Center is **free**. No appointment is required, but a Sam ID is required to sign in. For help with practice problems, please bring completed examples to the appointment.

Academic Honesty:

The subject of Academic Honesty is addressed in Paragraph 5.3, Chapter VI, of the Rules and Regulations, Board of Regents, The Texas State University System, (http://www.shsu.edu/~vaf_www/aps/documents/810213.pdf), and in the SHSU Student Guidelines published by the Office of Student Life (<http://www.shsu.edu/students/guide/StudentGuidelines2010-2012.pdf> pp 29-33).

Students are to abide by the Code of Student Conduct and Discipline in the Guidelines for Student Conduct in the Student Life Policies Handbook and infractions will be dealt with in accordance with these same Guidelines.

A student who copies another student's work and submits it as his/her own is cheating. Both the student who copied, as well as the student who allowed his/her work to be copied, will receive a grade of zero, and, possibly, an "F" in the course.

NOTE: It is considered CHEATING to have notes, formulas, or programs in your calculators. Sharing calculators during quizzes/tests/final is strictly forbidden and will be considered cheating. Consequences will be severe.

Copyright Policy:

All printed materials disseminated in class or on the web are protected by Copyright Laws. One copy (or download from the web) is allowed for personal use. Multiple copies or sale of any of these materials is strictly prohibited. The SHSU copyright policy can be found online at http://www.shsu.edu/~vaf_www/aps/documents/891208_000.pdf.

Use of Cell phones, MP3 players, Text Messagers, etc., in Academic Classrooms and Facilities

The use by students of electronic devices that perform the function of a telephone or text messenger during class-time may be prohibited if deemed disruptive by the instructor to the conduct of the class. Arrangements for handling potential emergency situations may be granted at the discretion of the instructor. Failure to comply with the instructor's policy could result in expulsion from the classroom or with multiple offenses, failure of the course. Any use of a telephone or text messenger or any device that performs these functions during a test period is prohibited. These devices should not be present during a test or should be stored securely in such a way that they cannot be seen or used by the student. Even the visible presence of such a device during the test period will result in a zero for that test. Use of these devices during a test is considered de facto evidence of cheating and could result in a charge of academic dishonesty (see student code of conduct <http://www.shsu.edu/students/guide/StudentGuidelines2010-2012.pdf#page=29>). The cell phone policy can be found at http://www.shsu.edu/~vaf_www/aps/documents/100728.pdf.

Classroom Rules of Conduct:

Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university. Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction. Inappropriate behavior in the classroom shall result in a directive to leave class. Students who are especially disruptive also may be reported to the Dean of Students for disciplinary action in accordance with university policy.

Visitors in the Classroom:

Unannounced visitors to class must present a current, official SHSU identification card to be permitted in the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor's discretion whether or not the visitor will be allowed to remain in the classroom.

Students with Disability Policy:

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance should register with the Office of Services for Students with Disabilities located in the Lee Drain Annex (telephone 936-294-3512, TDD 936-294-3786, and e-mail disability@shsu.edu). They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Services for Students with Disabilities and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Services for Students with Disabilities. For a complete listing of the university policy, see:

<http://www.shsu.edu/dept/academic-affairs/documents/aps/students/811006.pdf>

STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY

In accordance with SHSU Academic Policy 861001, which can be found online at http://www.shsu.edu/~vaf_www/aps/documents/861001.pdf, an absence that is due to the observance of a religious holy day is excused under Section 51.911(b) of the Texas Education Code. Section 51.911(b) requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.