South Plains College
Common Course Syllabus: MATH 0314 / Math 1314
Revised December 2019

Department: Mathematics, Engineering, and Computer Science

Discipline: Mathematics

Course Number: MATH 0314
Course Title: College Algebra Support Course

Course Number: MATH 1314
Course Title: College Algebra

Available Formats: conventional and internet

Campuses: Levelland, Reese, Plainview, Lubbock Center

0314 Course Description: Math 0314 is to be taken concurrently with MATH 1314. Background topics which are necessary for a student to successfully complete MATH 1314 will be covered, with an emphasis on fractions, factoring polynomials, functions, exponents, and operating with radical and rational expressions.

1314 Course Description: In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included.

Prerequisite: Minimum score of 340 on the TSIA, or a successful completion with a grade of 'C' or better in MATH 0315.

0314 Credit: 3 **Lecture:** 3 **Lab:** 1

1314 Credit: 3 **Lecture:** 3 **Lab:** 1

Textbook/Supplies: Please see the instructor's course information sheet for specific supplies.

This course partially satisfies a Core Curriculum Requirement: 0314 - None
      1314 - Mathematics Foundational Component Area (020)

Core Curriculum Objectives addressed:
- **Communications skills**—to include effective written, oral and visual communication
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Empirical and quantitative competency skills**—to manipulate and analyze numerical data or observable facts resulting in informed conclusions

0314 Student Learning Outcomes: Upon completion of this course and receiving a passing grade, the student will be able to:

1. Define, represent, and perform operations on real numbers.
2. Use order of operations and exponent rules to simplify an expression.
3. Add, subtract, multiply, and divide polynomials.
4. Recognize, understand, and analyze features of a linear equation and a function.
5. Recognize and use algebraic properties, concepts, procedures (including factoring), and algorithms to combine, transform, and evaluate absolute value, polynomial, rational, and radical expressions.
6. Identify and solve linear and absolute value equations.
7. Identify and solve linear inequalities.

1314 Student Learning Outcomes: Upon completion of this course and receiving a passing grade, the student will be able to:

1. Demonstrate and apply knowledge of properties of functions, including domain and range, operations, compositions, and inverses.
2. Recognize and apply polynomial, rational, radical, exponential and logarithmic functions and solve related equations.
3. Apply graphing techniques.
4. Evaluate all roots of higher degree polynomial and rational functions.
5. Recognize, solve and apply systems of linear equations using matrices.

Student Learning Outcomes Assessment: A pre- and post-test questions will be used to determine the extent of improvement that the students have gained during the semester

Course Evaluation: There will be departmental final exam questions given by all instructors.

Attendance Policy: Attendance and effort are the most important activities for success in this course. Records of your attendance are maintained throughout the semester. Ten (10) absences, **_for any reason_**, are allotted to the student for the semester. Tardies count as one-half (1/2) of an absence. Tardies will be applied for consistently being late to class, as deemed by the instructor and leaving class early. If this number is exceeded, the instructor has the right to drop you with a grade of F or an X, depending on their discretion.

Plagiarism violations include, but are not limited to, the following:
1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Missing in-text citations.

Cheating violations include, but are not limited to, the following:
1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain an unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

Student Code of Conduct Policy: Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

Diversity Statement: In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disability Statement: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Nondiscrimination Policy: South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy Accommodations Statement: If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health and Wellness at 806-716-2362 or email cgilster@southplainscollege.edu for assistance.

Campus Concealed Carry: Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: http://www.southplainscollege.edu/campuscarry.php
Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

SPC Bookstore Price Match Guarantee Policy: If you find a lower price on a textbook, the South Plains College bookstore will match that price. The difference will be given to the student on a bookstore gift certificate! The gift certificate can be spent on anything in the store.

If students have already purchased textbooks and then find a better price later, the South Plains College bookstore will price match through the first week of the semester.   The student must have a copy of the receipt and the book has to be in stock at the competition at the time of the price match.

The South Plains College bookstore will happily price match BN.com & books on Amazon noted as *ships from and sold by Amazon.com*. Online marketplaces such as *Other Sellers* on Amazon, Amazon's Warehouse Deals, *fulfilled by* Amazon, BN.com Marketplace, and peer-to-peer pricing are not eligible. They will price match the exact textbook, in the same edition and format, including all accompanying materials, like workbooks and CDs.

A textbook is only eligible for price match if it is in stock on a competitor's website at time of the price match request. Additional membership discounts and offers cannot be applied to the student's refund.

Price matching is only available on in-store purchases.   Digital books, access codes sold via publisher sites, rentals and special orders are not eligible. Only one price match per title per customer is allowed.

Note: The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.

Math 0314 / 1314 – College Algebra with Support Course Online – Spring 2020

Instructor Information: Jacqueline Fowler   RC 223 E (Reese Campus - Building 2)
806-716-4640   jfowler@southplainscollege.edu

Office Hours:

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 8:30	8:00 – 8:30	8:00 – 8:30	8:00 – 8:30	8:00 – 11:00
10:15 – 11:00	10:15 – 11:30	10:15 – 11:00	10:15 – 11:30	

Required Materials: computer access, printer, scanner, webcam, scientific or graphing calculator, pencils, erasers, notebook paper

Blackboard: Blackboard is an online course management system. For technical support, call 806-716-2180 or email blackboard@southplainscollege.edu.

Attendance Policy: Your attendance is monitored through completion of assignments. Ten (10) missing assignments, *for any reason*, are allotted to each student for the semester. If you wish to drop this class, you must contact Student Support Services as soon as possible and fill out an official drop form.

Communication: We will use the email in Blackboard. I will respond to all emails within 36 hours. The response time may be longer between 10 AM on Friday and 8 AM on Monday. Do not use all CAPS or text language in your emails.

Tutoring: You have access to free tutoring on any SPC campus. If you see a tutor, please share with them the work shown in my videos, so they can help you with the correct steps.

Lesson Videos: To help you with the lessons, there are videos in Blackboard. You need to watch the videos to learn the material. Your work needs to follow the work in the videos created by me. If your work does not follow the work in the videos, you will not receive credit. You will need to learn the steps from the videos so you can show the correct steps on the proctored exams.

Homework: You will find in Blackboard homework for all sections covered in the course. All homework assignments have the answers listed so you can check your answers and make sure you are working the problems correctly. Homework is for practice only and will not count as a grade. It is to help you understand the material. If you are having problems, send me a picture of your problem so I can look through it and help you.

Lab grades: In Blackboard, under each unit folder, you will find the assignments that must be turned in for a grade. Labs must be printed and work shown under each problem. Scan the worksheet as a PDF file and upload into Blackboard as ONE file. It can have multiple pages, but must be ONE file.

Quizzes: You will have several quizzes throughout the semester. These will be found in Blackboard and proctored using the Proctorio Program. You will be allowed only one attempt on each quiz. Quizzes will be completed on notebook paper. Write down the question and show every step of your work. You MUST work DOWN your paper. Do NOT make two columns on your paper. I will grade everything on the notebook paper. Do NOT enter any answers in Blackboard. IF Blackboard requires

an answer, just type in a letter or something. I don't want you to waste your time entering answers or typing words when I'm not even going to look at it. Once the quiz is submitted, scan your work as a PDF and upload it into Blackboard as ONE file. Please watch the video on how to upload your quiz work into Blackboard. The work must be uploaded into Blackboard within 10 minutes of submitting the exam. If the work is received more than 10 minutes after the submission, it will not be accepted. If your work is late and not accepted, you will receive a zero for the exam.

Exams: The Midterm and Final Exam will be proctored in person. The Midterm will cover Units 1, 2, and 3. The Final Exam will be comprehensive. You will need to bring a photo ID, an approved calculator, pencils, and erasers with you to both exams. You may bring a piece of paper (no larger than 8 ½" x 11") with you to use on each proctored exam. You may use the front and back writing down anything you want to use on the exam. TI-89, TI-92, and TI-Nspire calculators along with cell phones, smart watches, or any other electronic device will not be allowed during the proctored exams. If you live within 50 miles of the Reese or Lubbock Campus, you will choose one of the dates and times on campus to take your exams. Please see the "Proctored Exam Form" to see a list of all dates and times for the exams. If you live outside of 50 miles of the Reese or Lubbock campus, you will be required to find your own proctor and test on the dates listed on the "Proctored Exam Form" and on the course calendar. **All proctors MUST BE APPROVED by the instructor**. The proctor cannot be a relative, friend, coworker, or anyone with a conflict of interest. There is a "Proctored Exam Form" in Blackboard that will have to be completed by EVERY student. This form is due on Monday, Jan 27. If you are finding your own proctor, you will need to get on that right away!

Grading Scale:

Labs	15 %	A:	90 – 100
Quizzes	25 %	B:	80 – 89
Midterm	30 %	C:	70 – 79
Final Exam	30 %	D:	60 – 69
		F:	59 and below