

McLennan C O M M U N I T Y C O L L E G E

WACO, TEXAS

COURSE SYLLABUS AND INSTRUCTOR PLAN

**Mathematics for Business and Social Sciences
MATH 1324.05**

Matt Shelton

NOTE: This is a 16-week course

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

Mathematics for Business and Social Sciences

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Course Description:

Topics from college algebra (linear equations, quadratic equations, functions and graphs, inequalities), mathematics of finance (simple and compound interest, annuities), linear programming, matrices, systems of linear equations, applications to management, economics, and business.

(The content level of MATH 1324 is expected to be at or above the level of MATH 1314 College Algebra.) Demonstrates the application of mathematical concepts to the solution of various business, economics, and other real-world problems.

Prerequisites and/or Corequisites:

MATH 0311 or consent of division chair.

Instructor Information:

Instructor Name: Matt Shelton

MCC E-mail: mshelton@mclennan.edu

Office Phone Number: (254)299-8834

Office Location: MATH 209

Office/Teacher Conference Hours: Monday, Wednesday 1:00p – 2:00p (in office)

Tuesday, Thursday 1:00p – 3:00p (on Zoom)

Required Text & Materials:

All textbook materials provided to students through IA. Students will need a graphing calculator. We recommend the TI-83 or 84 graphing calculator.

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Methods of Teaching and Learning:

In class lecture and problem solving will occur. MyMathLab is the online component that will house the course information. Homework will be done online in this environment. Lecture notes, reference materials and videos are available there as well.

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- Communications: Students participate in assignments involving topics related to finite math or other mathematics with an emphasis on business and social science application problems. They then share their results with their instructor and/or colleagues in class via written, oral, and visual methods.
- Critical Thinking: Critical thinking is the essence of all mathematical studies. Through inductive and deductive reasoning, students explore problems using the logical process of inquiry, analysis, evaluation, and synthesis.
- Empirical and Quantitative Skills: Students work on various mathematical problem solving skills throughout the course. The course focuses on the manipulation and analysis of numerical data or observable facts as presented in application problems and /or problem skill sets in which students demonstrate their ability to reach informed conclusions using mathematical processes.

Course Objectives and/or Competencies:

- Apply elementary functions, including linear, quadratic, polynomial, rational, logarithmic, and exponential functions to solving real-world problems.
- Solve mathematics of finance problems, including the computation of interest, annuities, and amortization of loans.
- Apply basic matrix operations, including linear programming methods, to solve application problems.
- Demonstrate fundamental probability techniques and application of those techniques, including expected value, to solve problems.
- Apply matrix skills and probability analyses to model applications to solve real-world problems.

Course Outline or Schedule:

Dates	Lecture/Work	Tests/Objectives
Week 1	2.1 Solution of Linear Systems by the Echelon Method	
Week 2	2.2 Solution of Linear Systems by the Gauss-Jordan Method 2.3 Addition and Subtraction of Matrices 2.4 Multiplication of Matrices 2.5 Matrix Inverses	
Week 3	2.6 Input-Output Models	
Week 4	3.1 Graphing Linear Inequalities	Ch. 2 Test (OBJ 1,3,5)

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Week 5	3.2 Solving Linear Programming Problems Graphically 3.3 Applications of Linear Programming	
Week 6	7.3 Introduction to Probability 7.4 Basic Concepts of Probability 8.1 The Multiplication Principle; Permutations	
Week 7	8.2 Combinations 8.3 Probability Applications of Counting Principles	
Week 8	8.4 Binomial Probability 8.5 Probability Distributions; Expected Value	
Week 9	10.1 Properties of Functions	Ch. 7/8 Test (OBJ 4,5)
Week 10	10.2 Quadratic Functions; Translation and Reflection 10.3 Polynomial and Rational Functions	
Week 11	10.4 Exponential Functions 10.5 Logarithmic Functions	
Week 12	10.6 Applications: Mathematics of Finance	Ch. 10 Test (OBJ 1,2)
Week 13	11.1 Limits 11.2 Continuity	
Week 14		
Week 15	11.3 Rates of Change 11.4 Definition of the Derivative	
Week 16		Final Exam (ALL)

This course will use a variety of internal and external assessments. A faculty developed comprehensive final exam will assess the core objectives of critical thinking and empirical/quantitative analysis. These core objectives will also be assessed using parts of a standardized test (CAAP). A faculty designed rubric will be used to assess communication skills as well. Review of such items such as GPA, retention levels, and success in following course may be used to evaluate the effectiveness of student learning.

Course Grading Information:

Homework: There is a homework assignment for each section that is covered during the semester. Since the test questions will be similar to the homework problems they will be a good source of practice for the tests. Homework due dates will be posted online. You can work on homework assignments as many times as you want to improve your grade before the due date. Homework is due on the day of the test that covers that homework. So for example all Chapter 2 homework is due the day we take the Chapter 2 test. Once the due date passes, your score is frozen. You can still access problems to practice, but you can't improve your score. Your homework average will count as 20% of your final average.

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Tests: There are three tests during the semester. There are no makeup tests or retests. If your final exam grade is higher than your lowest test score, I will drop your lowest test score and replace it with your final exam grade. Each test will count 20% of your final average.

Final Exam: A cumulative final exam will be given at the end of the semester. It will count 20% of your final average.

You can check your grades using the “Gradebook” button on the left side of the MathLab component. The standard grading scale applies:

90 – 100 = A 80 – 89 = B 70 – 79 = C 60 – 69 = D 59 and lower = F

Communication Assignments Rubric (not for a grade)

Course name/number/section: Student name/number:
Type of Communication Event:
___ Boardwork
___ Classtime explanation
___ Personal interview
___ Case study presentation ___ Poster board project presentation
___ Small group presentation ___ Online presentation

	4	3	2	1
IN WRITTEN LANGUAGE	Student demonstrates full knowledge with no mistakes and elaborates on mathematical concepts.	Student demonstrates good knowledge but does not elaborate .	Student demonstrates limited knowledge but makes several mistakes .	Student does not have a grasp of the mathematical information.

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IN ORAL LANGUAGE	4 Student uses fluent and accurate words to describe mathematical concepts and processes.	3 Student uses somewhat appropriate words to describe mathematical concepts and processes.	2 Student uses vague words to describe mathematical concepts and processes.	1 Student uses incorrect and confusing words to describe mathematical concepts and processes.
IN VISUAL PRESENTATION	4 Student uses appropriate and accurate visual representation of mathematical concepts and processes.	3 Student uses somewhat appropriate visual representation of mathematical concepts and processes.	2 Student uses some inaccuracy in visual representation of mathematical concepts and processes.	1 Student uses total inaccuracy in visual representation of mathematical concepts and processes.

Late Work, Attendance, and Make Up Work Policies:

Due dates are set for all homework and test dates are scheduled. If students do not make the deadlines, those grades become zero. If a test is missed, the grade is zero, but that can be the test that is replaced by the final exam.

Attendance will be taken each class day. If a student reaches 8 absences before the last day for student-initiated withdrawals (Oct. 25th) they will be automatically dropped from the class unless you already have 6 drops on your record. In that case you will have to stay enrolled and earn a grade at the end of the semester.

Student Behavioral Expectations or Conduct Policy:

Cheating will not be tolerated in class. Having someone else do your online homework assignment and tests are both violations of the academic integrity policy and either may result in failing grades and/or being dropped from the class. Infractions such as these will be reported to the administration for tracking and possible college action.

[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.



ACADEMIC RESOURCES/POLICIES

Accommodations/ADA Statement:

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit www.mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

Title IX:

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>.

Go to McLennan's Title IX webpage at www.mclennan.edu/titleix/. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

MCC Academic Integrity Statement:

Go to www.mclennan.edu/academic-integrity for information about academic integrity, dishonesty, and cheating.

Minimum System Requirements to Utilize MCC's D2L|Brightspace:

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to www.mclennan.edu/student-email.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us>)
- [Email Setup for Androids](https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us>)

Forwarding Emails:

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email helpdesk@mclennan.edu.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.