Updated 07/18/2023

McLENNAN COMMUNITY COLLEGE

WACO, TEXAS

COURSE SYLLABUS
AND
INSTRUCTOR PLAN

College Algebra
Math 1314.037

Peter Blaskiewicz

NOTE: This is a 16-week course.
NOTE: This is a Face-to-Face course.

Course Description:

In-depth study and application 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. Semester Hours 3 (3 Lecture). Graphing Calculator Required

Prerequisites and/or Corequisites:

TSI2 Math score of 950 or higher, or TSI Math score of 350 or higher, or Math 0311, or consent of division chair.

Course Notes and Instructor Recommendations:

MyMathLab (*MML*) will be used extensively for posting course notes, assignments, grades, testing, and other communications. Students are expected to check their *MML*, Brightspace, and MCC email accounts often.
You will need MyMathLab access that lasts at least through the first full week of December. (18-week access is sufficient.)

Please do not, under any circumstances, come to class if you are even slightly sick or have any symptoms that make you think you might possibly be sick, no matter what type of illness. Let me know, and I will make arrangements for you to be able to get the material that is being covered on the day that you are out due to illness.

I will be available for individual Zoom chat sessions / 'office hour' by arrangement, especially if you cannot come to one of the regular class sessions. The best way to arrange a Zoom meeting is by emailing me with a suggestion of a time or two that would work for you; if you call me, a voice message would go to my email box anyway.

Instructor Information:

Instructor Name: Peter Blaskiewicz
MCC E-mail: pblaskiewicz@mclennan.edu
Office Phone Number: (254) 299-8869
Office Location: MATH 213
Office/Teacher Conference Hours:
MW 9:45-10:45 a.m.; TTh 1:30-2:30 p.m.; other times by arrangement
(Office Zoom: https://mclennan.zoom.us/j/2542998869 by prior email arrangement)

Required Text & Materials:

Required: graphing calculator – TI-84 or TI83 (any edition of these two models)

Provided at no additional cost: *College Algebra with modeling and visualization* (6th edition) by Gary Rockswold (2018 Pearson)
(Note: The entire textbook is available electronically inside MyMathLab and is accessed in our Brightspace course.)

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

Methods of Teaching and Learning:

Lecture with student participation in example problems; homework submitted online through MyMathLab; tests and a final exam in MyMathLab or written in class.

Course Objectives and/or Competencies:

Upon successful completion of the course, students will:

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

- Critical Thinking: Students used inductive and deductive reasoning, explore problems using logical process of inquiry, analysis evaluation and synthesis. Assessment will use discussion, independent practice, collaborative experience, instructional technology. Use of departmental test bank and CAAP test.
- Communications: Students turn in written assignment involving topics related to College Algebra or other mathematics. They then share their result with their instructor and/or colleagues in class via written, oral, and/or visual methods. Assessment will use at least one of the following: board work, class time explanation, case study presentation, poster board presentation, or small group presentation. Evaluation process will use departmental rubric for communication assessment.
  Empirical/Quantitative: 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 process. Assessment will include discussion, independent practice, collaborative experience, or instructional technology to include questions from a departmental test bank and the CAAP test.

Course Attendance/Participation Guidelines:

If a student is not in attendance in accordance with the policies/guidelines of the class as of the course census date as outlined in the course syllabus, faculty are required to drop students from their class roster prior to certifying the respective class roster. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date. Before the 60% point of the semester, a student who is absent for 25% or more of a face-to-face course will be withdrawn from the course with a grade of W. A student may also request to be withdrawn with a grade of W before the 60% point of the semester. After the 60% point of the semester, the student may request to be withdrawn if the student is passing, or may be assigned the final grade earned at the end of the semester after grades have been updated to reflect missing work.

Course Outline or Schedule:

The schedule is subject to change. Should a change become necessary, students will be notified about changes verbally, during class. In the event school is closed for weather or any other unscheduled reason on the day a test is scheduled, the test will be given during the next class meeting.

Week (Dates)	Section	Topic
1 (Aug 22-24)	1.1 – 1.4	Numbers, Data, and Problem Solving; Visualizing and Graphing Data; Functions and their Representations; Types of Functions and Their Rates of Change
2 (Aug 29-31)	2.1 – 2.3	Equations of Lines; LinearEquations; Linear Inequalities
3 (Sep 5-7)	2.4 – 2.5	More Modeling with Functions; Absolute Value Equations and Inequalities
4 (Sep 12-14)		**Test 1** (Chapters 1 and 2)
5 (Sep 19-21)	3.1 – 3.4	Quadratic Functions and Models; Quadratic Equations and Problem Solving; Complex Numbers; Quadratic Inequalities More Nonlinear Functions and Their Graphs
6 (Sep 26-28)	3.5	Transformations of Graphs; **Test 2** (Chapter 3)
7 (Oct 3-5)	4.1 – 4.4	More Nonlinear Functions and Their Graphs; Polynomial Functions and Models; Division of Polynomials; Real Zeros of Polynomials
8 (Oct 10-12)	4.5	The Fundamental Theorem of Algebra; **Test 3** (Chapter 4.1 – 4.5)
9 (Oct 17-19)	4.6 – 4.7	Rational Functions and Models; More Equations and Inequalities
10 (Oct 24-26)	4.8	Radical Equations and Power Functions; **Test 4** (Chapter 4.6 – 4.8)
11 (Oct 31-Nov 2)	5.1 – 5.3	Combining Functions; Inverse Functions and Their Representations; Exponential Functions and Models
12 (Nov 7-9)	5.4 – 5.6	Logarithmic Functions and Models; Properties of Logarithms; Exponential and Logarithmic Equations
13 (Nov 14-16)	5.7 6.1 – 6.4	Constructing Nonlinear Models; Functions and Systems of Equations in Two Variables; Systems of Inequalities in Two Variables; Systems of Linear Equations in Three Variables; Solutions to Linear Systems Using Matrices
14 (Nov 21)		**Test 5** (Chapter 5)
15 (Nov 28-30)	6.5 – 6.7	Properties and Applications of Matrices; Inverses of Matrices; Determinants; Review
16 (Dec 5)		**Final Exam** -- cumulative

Course Grading Information:

Your course grade will be based on homework, chapter tests, and a cumulative exam. The relative weights of each of these factors is as follows:

Homework		20%
Tests	(projected 5@ 12%; if other, the weights will total 60%)	60%
Final Exam		15%
Active Participation		5%

Homework will be assigned and worked online using MyMathLab (accessed in our Brightspace course). The deadline for each set of homework will be the scheduled time of the test over the sections covered by the homework. Exception: The homework over the prerequisites for College Algebra is due on September 5.

We plan to cover chapters 1 - 6 of the text. There will be a test over each chapter or couple of chapters. If you must miss one test for one of the reasons given in MCC's General Catalog, and you have provided a documented excuse for doing so, the exam will also count as your make-up test for that chapter. If it is necessary for you to miss more than one test, you should discuss the situation with me. Unexcused absences from tests will not be made up.

Some of our class time will be spent on working problems together. You will be graded on your class participation, whether answering or asking questions, or discussing the topics. If we need to meet in Zoom at any time in the semester, you should be ready with your microphone, or type your answers or questions in the chat window. In order to be able to earn a decent score on this portion of your course grade, it is imperative that you participate actively in class. At the end of the semester, if you are simply a name on the class roster to me, you will not have earned any participation credit.

If pop quizzes are given, their average will count as an additional major test.

For any tests given online, you will be given instructions in class for submitting your 'scratch paper,' which is to be done within just a few minutes of finishing the online test.

NOTE: **In order to take a test that is given in MyMathLab, each of the homework sets covered on the test must be completed with a grade of at least 80%.** Otherwise MyMathLab will not allow you to open the test. Deadlines for online tests will not be extended for those who can't access the test due to unfinished homework. For any pencil-and-paper tests in class, the same 80% criterion must be met in order for you to be given a test.

The final exam will be cumulative. It is scheduled for Tuesday, December 5, at 9:35 a.m. Please plan accordingly. Your grade on the final may also count in place of your one lowest test grade (or one absence on a test), if that is to your advantage.

The letter grade received in this course will be based on the customary 90-80-70-60 scale.

Tentative Schedule:

The following dates are tentatively scheduled as our testing dates.

Test 1 (Chapters 1 and 2) – week of September 11-17
Test 2 (Chapter 3) – week of September 25-October 1
Test 3 (Chapter 4.1 – 4.5) – week of October 16-22
Test 4 (Chapter 4.6 – 4.8) – week of October 26-November 5
Test 5 (Chapter 5) – week of November 20-26

Our pace will generally be to cover about three or four sections per week. Please plan accordingly in preparing for class. In those rare, rare instances when you must be absent, use this as a guideline to know about how much material you would need to make up.

In the event that the school closes for illness, weather, or other unscheduled situations, be prepared for class to be held online in Zoom at the regular time. In that next class period we will do whatever was planned for the class period that would otherwise have been held face-to-face in the classroom.

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 may 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 as GPA, retention levels, and success in a following course may be used to evaluate the effectiveness of student learning.

Late Work and Make Up Work Policies:

Homework over a unit (chapter or group of chapters) is due the day of the test over those chapters. Since one of the primary purposes of the homework is to prepare you for the test, late written homework will not be accepted, and late online homework will be penalized 2% of the credit on the problems submitted late per day that it is late. Exception: The homework over prerequisites for College Algebra is due by September 5 . There is a 5% penalty per day late for these five assignments, and they cannot be worked after the first test.

Your attendance will be based on any scheduled classroom meetings, your activity in MyMathLab and participation in any Zoom class sessions we might have, or 'office hour meetings' with the instructor. If two consecutive weeks, or else four individual weeks, elapse with no activity from a student, including in MyMathLab, that will be taken as an indication that the student does not intend to pursue the course to completion, and the student will be withdrawn from the course for non-attendance. If a situation arises that requires you to be inactive for more than just a few days, please contact the instructor and discuss the situation, so that you are not otherwise withdrawn for non-attendance.

If you miss taking one chapter test (either in class if it is written, or during its announced window if it is online), the grade on the final exam can count to replace that missing test grade. (Note: It will also count as the final.) If you have missed more than one test, only one of those missing

grades can be replaced by the final. If you miss the final, the course grade will be calculated with a 0 in its place. (Please do not miss the final!)

If you are absent from 25% of the scheduled class meetings by the deadline for student-initiated drops (October 23), you will be withdrawn from the class. If this limit is reached after that date, you will be kept on the roll, and the grade that you earn for the semester is the grade you will receive.

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain classroom decorum that includes respect for other students and the instructor. Students should demonstrate an attitude that seeks to take full advantage of the education opportunity. For more details of College Conduct Policy, see the Highlander Student Guide

Students are expected to be courteous and respectful of their classmates and of instructors at all times. This includes, but is not limited to, the following.

For face-to-face meetings:

- Continue to be mindful of the social distancing guidelines that have been in place for the past year. Respect other people's space.
- If you are ill or have any symptoms of **any** illness (not limited to Covid), do not come to school. If you are at all sick, or think you might be, **stay home**. If you feel like you are coming down with something while on campus, please leave right away if you can safely do so, or else go to one of the designated quarantine rooms on campus until arrangements can be made to get you home. If you let me know, I will make arrangements for you to be able to get the material that is being covered on the day that you are out due to illness, so that you would be able to stay caught up.
- Arrive in the classroom on time; be as unobtrusive as possible if tardy.
- Silence or turn off cell phones and other communication devices during all regular class periods. (During tests, these devices should not be present at all. If you access your phone during a test, you are automatically finished with your test and must turn it in immediately.)
- Save private conversations with other students for before/after class lectures.
- Do not bring children to class nor leave them unattended on campus. To do so is contrary to school policy.
- Do not use excessive amounts of fragrance. Doing so is grounds for being required to leave.
- You may not share calculators on a test.

For Zoom meetings, if we have any:

- Familiarize yourself with Zoom's features
- Please do participate in the class meetings. It's fine to have your mic on and ready for interaction, but mute yourself if the dog or children or other background noise would disrupt us.

- Please use your webcam if you have one. Let me, as well as your fellow classmates, know who is in this course with us. But be mindful of your surroundings when your webcam is on. If necessary or desirable, use a non-distracting virtual background; Zoom provides that option.
- Dress appropriately for class.
- Once the lecture gets going, stick to the topic at hand, just as you would for a face-to-face lecture class. Avoid doing other tasks, checking email, being on the phone, or the like.
- Do not use coarse or foul or offensive language, nor offensive or questionable imagery. Violation of this would be grounds for disciplinary action, including (but not limited to) being dropped from the course.

Remember that the session is being recorded.

*** Click Here for the MCC Academic Integrity Statement**
(**www.mclennan.edu/academic-integrity**)
The link above will provide you with information about academic integrity, dishonesty, and cheating.
Collaboration on out-of-class homework or projects is encouraged, but at no time should work belonging to one student be in the possession of another student. Likewise, students are not to engage in cheating in any form during or in preparation for tests or the final exam. All students involved in a cheating incident, whether in providing or receiving assistance, will receive grades of 0 for that assignment, be reported to Student Development, and find their names placed in the MCC database for cheating incidents. If there is a second incident, all students involved will be given grades of F for the course and listed as repeat offenders in the database.

Click Here for the MCC Attendance/Absences Policy
(https://www.mclennan.edu/highlander-guide/policies.html)
Click on the link above for the college policies on attendance and absences.

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MCLENNAN COMMUNITY COLLEGE

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 2542998122 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 acting Title IX Coordinator at titleix@mclennan.edu or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center 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/

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom. You can contact the Academic Support and Tutoring team via Zoom or email (ast@mclennan.edu) by going to our website (https://www.mclennan.edu/academic-support-and-tutoring/).

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 either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing crew@mclennan.edu or a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Both are located in the Completion Center located on the second floor of the Student Services Center (SSC) which is open Monday-Friday from 8 a.m.-5 p.m.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to https://mclennan.co1.qualtrics.com/jfe/form/SV_07byXd7eB8iTqJg. Both the Completion Center and Paulanne's 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. The unauthorized use of artificial intelligence (AI) for classwork can be a violation of the College's General Conduct Policy. Whether AI is authorized in a course and the parameters in which AI can be used in a course will be outlined by each instructor.

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

Go to https://www.mclennan.edu/center-for-teachingandlearning/FacultyandStaffCommons/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/studentemail.

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
- Email Setup for Androids

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.