



WACO, TEXAS

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**COURSE SYLLABUS  
AND  
INSTRUCTOR PLAN**

**LINKED ONLINE  
INTERMEDIATE ALGEBRA / COLLEGE ALGEBRA  
MATH 0311.L90/MATH 1314.L90**

**LISA LINDLOFF**

**NOTE: These are 11-week linked online courses.**

**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.

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INTERMEDIATE ALGEBRA/COLLEGE ALGEBRA  
MATH 0311/1314

**Course Description:**

Provides a study of algebraic concepts that may include: linear, quadratic, polynomial, exponential, logarithmic, and rational functions, their graphs, and applications in mathematical modeling; composition and inverses of functions, systems of linear equations and inequalities; matrices and determinants; and sequences and series. Problem solving with algebraic applications relevant to today's world is emphasized. Graphing calculator required. Semester Hours (3) for Math 0311 and (3) for Math 1314.

**Prerequisites and/or Corequisites:**

Prerequisite: MATH 0307 or TSI math score between 342-349, or equivalent score on approved alternative test, or consent of division director.

**Course Notes and Instructor Recommendations:**

This course has a major component (MyMathLab) that requires a good working knowledge of the computer. Online access is needed at a speed that will facilitate streaming video and downloading of materials.

**Instructor Information:**

Instructor Name:	Lisa Lindloff
MCC E-mail:	llindloff@mclennan.edu
Office Phone Number:	254 299-8802
Office Location:	MATH 215
Office Hours:	TBA

**Required Text & Materials:**

MyMathLab Access Code

**If your course is IA (Inclusive Access) the cost for the MML access will be covered in your tuition and you do not need to purchase this item.**

ISBN for Blitzer's, 7th Ed College Algebra MML only: 9780134757926



No hard copy text required

TI 83/84 Graphing Calculator Required (smartphone apps as an option will be discussed in the course)

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

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**Methods of Teaching and Learning:**

The following methods for teaching and learning will be used: online video lecture, online homework, online exams, and tutorial software. A three pronged approach is used in this course. For each instructional unit a blank lecture notes, complete lecture notes and video recording of the lecture notes worked will all be available on the website companion to this class ([www.pearsonmylabandmastering.com](http://www.pearsonmylabandmastering.com)).

**Course Objectives and/or Competencies:**

*Upon successful completion of MATH 0311, students will:*

1. Define, represent, and perform operations on real and complex numbers.
2. Recognize, understand, and analyze features of a function.
3. Recognize and use algebraic (field) properties, concepts, procedures (including factoring), and algorithms to combine, transform, and evaluate absolute value, polynomial, radical, and rational expressions.
4. Identify and solve absolute value, polynomial, radical, and rational equations.
5. Identify and solve absolute value and linear inequalities.
6. Model, interpret and justify mathematical ideas and concepts using multiple representations.
7. Connect and use multiple strands of mathematics in situations and problems, as well as in the study of other disciplines.

*Upon completion of MATH 1314, the student will be also 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.
6. Graph the following functions: linear, quadratic, piecewise-defined, absolute value, polynomial, rational, exponential, and logarithmic
7. Recognize and use transformations of functions such as shifting, stretching, shrinking, and reflecting
8. Solve quadratic equations in one variable by factoring, using the square root property, completing the square, using the quadratic formula, and by graphing
9. Solve both linear and non-linear inequalities and state the solution in interval notation
10. Find the zeros and extrema of polynomials both algebraically and by graphing
11. Solve exponential and logarithmic equations
12. Perform operations with matrices, find determinants of matrices, and use matrices to solve systems of equations

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13. Interpret mathematical models such as formulas, graphs, and tables, and draw inferences from them
14. Use appropriate technology to enhance mathematical thinking and understanding and to solve mathematical problems and judge the reasonableness of the results, such as deriving functions which model sets of data .
15. Use critical thinking and problem-solving techniques to solve real-world application problems

**Course Grading Information:**

*Grading 0311:*

There are 4 units for 0311: Introduction, Radicals, Polynomials, Rational Expressions  
Homework must be completed at 70% to test over each of these units.

There are 4 tests over units in the 0311 portion. These will be online tests that may be taken up to 2 times. The tests must all be passed in order to receive credit for 0311. The 0311 grade will be based exclusively on the passing of these 4 tests. Students will earn CR or NC. Grades earned for 0311 will not affect the grade for 1314. There will be a deadline for completing Math 0311 in the course calendar.

*Grading 1314:*

Grading in this course will be based on homework, unit tests, and a comprehensive final exam according to the following percentages.

Online homework average: 30%

Test average: 50%

Before each test is available (online or face to face), all homework assignments must be completed with at least a 70% score for that unit. Makeup tests will not be given.

Final exam grade: 20%

Having someone else do your online homework assignment and cheating on a test 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.

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**Course Outline or Schedule:**

WK 1	5/31-6/4	IA1-IA2 (Q1) IA3-IA4
WK 2	6/5-6/11	IA5-IA6 (Q2) IA7-IA9
WK 3	6/12-6/18	IA10-IA11 (Q3) IA12-IA14
WK 4	6/19-6/25	IA15 (Q4) CA1.5 (4 lessons)
WK 5	6/26-7/2	(T CH1) 2.1-2.4
WK 6	7/3-7/9	2.5-2.7 (T CH2)
WK 7	7/10-7/16	3.1-3.4 (T CH 3.1-3.4)
WK 8	7/17-7/23	3.5(T CH3.5) 4.1- 4.2 part 1&2
WK 9	7/24-7/30	4.3-4.5 (T CH4)
WK 10	7/31-8/6	REVIEW / CATCH-UP
WK 11	8/7-8/11	FINAL EXAM for 1314

COURSE DEADLINES: Math 0311: 6/25 @ 11:59 pm

**Math 1314: 8/11 @ 8:00 am (MORNING)**

**Late Work, Attendance, and Make Up Work Policies:**

Students will be given a suggested schedule, but he/she may have some flexibility in the course. No intermediate homework due dates will be enforced...only the test due dates will be enforced. Students need to test by each designated test date, but tests are only available if the homework for that unit or chapter has been completed and passed. Students may complete the course early, but extensions will not be given. Procrastination may cause a student to fall too far behind to meet the final due date. Following the suggested calendar is strongly encouraged. This is an 11 week period for 2 linked classes. Online attendance will be measured by activity in the assignments. Although your progress may be flexible, **you must login and participate in some assigned activity (homework or test) each week. More than 2 weekly absences may result in being dropped from the classes.**

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**Student Behavioral Expectations or Conduct Policy:**

In an online format, students are expected to follow the daily or weekly calendar, check your school email frequently, and communicate via email respectfully always including your name and course number\_section.

**[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.

*\* You will need to access each link separately through your Web browser (for example: Internet Explorer, Mozilla, Chrome, or Safari) to print each link's information.*

# McLennan

C O M M U N I T Y

# COLLEGE

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## 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](http://www.mclennan.edu/disability).

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

[disabilities@mclennan.edu](mailto: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](mailto: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/](http://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](mailto: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](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**

Go to [www.mclennan.edu/academic-integrity](http://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.

**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](mailto:Helpdesk@mclennan.edu) for help.

**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.

**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.