

# Syllabus for MAC1105: College Algebra

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## Instructor

Name: Prof. Dennis Ward

Contact Information:

<http://mycourses.spcollege.edu> (preferred)

[ward.dennis@spcollege.edu](mailto:ward.dennis@spcollege.edu)

727-394-6959

Office: SE-LI205A (In the Seminole Library, take the stairs opposite LI-113)

Instructor Web Page: <http://www.spcollege.edu/instructors/id/1762>

## Academic Department

Dean: Jimmy Chang

Office Location: SP/G-SA215

Office Number: 727-341-4305

## Course Information

### Course Description

Major topics include: functions and functional notation; domains and ranges of functions; graphs of functions and relations; operations on functions; inverse functions; linear, quadratic and rational functions; absolute value and radical functions; exponential and logarithmic properties, functions and equations; systems of equations and inequalities; applications such as curve fitting, modeling, optimization, exponential and logarithmic growth and decay. Three (3) college math credits and 47 contact hours. (Credit is not given for both MAC 1105 and MAC 1106.)

### Course Goals/Objectives

This class is taught using a traditional textbook paired with an online learning system called MyMathLab. The majority of your assignments will be completed using MyMathLab. As such, having an active account with MyMathLab is required for completing this course.

### Major Learning Outcomes:

1. The student will demonstrate knowledge of fundamental concepts of algebra when determining characteristics and properties of relations and functions and performing processes.
2. The student will demonstrate the ability to solve and graph a variety of equations, inequalities, relations and functions.
3. The student will demonstrate understanding of the concepts of this course, particularly those which will be pertinent in calculus.

### **Prerequisites**

MAT 1033 or appropriate score on the College Mathematics Placement Test (CPT)

### **Required Textbooks & Other Resource Information**

#### **Required Textbook**

A MyMathLab Access Code is required to participate in this course. The access code includes access to MyMathLab, an online copy of the textbook, an online copy of the student's solutions manual, a multi-media library including lecture videos, and more. The access code can be purchased alone or packaged with a regular hardcover textbook. If you are considering getting a hardcover textbook, it is much less expensive to buy it as a package than to buy the access code and hardcover textbook separately. The textbook used in this course is College Algebra Essentials 4th ed. by Blitzer.

ISBN-13: 978-0321199911 (MyMathLab Access Code only)

*Please note that an eBook copy of the textbook is available through MyMathLab. You will need an active internet connection to view the eBook.*

**Online bookstore:** <http://spcollege.bncollege.com>

#### **Calculator Policy**

A scientific calculator (i.e. TI-30 +) or a Graphing calculator (i.e. TI-83) are allowed for homework.

You may not use any calculator that has a QWERTY keyboard (i.e. TI-nSpire; TI-92; etc.), that can communicate with other people or devices (i.e. iPod Touch; calculators on a phone), or online calculators.

#### **Meeting Information**

TuTh 9<sup>30</sup> – 10<sup>45</sup><sub>AM</sub> in SE-LI113

## Important Dates

Important Dates: <http://www.spcollege.edu/calendar>

Financial Aid: <http://www.spcollege.edu/pages/dynamic.aspx?id=614>

## Discipline Specific Information

Class is a professional environment, and should be treated as such. Respect is expected in every correspondence, whether between student and instructor or between student and student.

Communication in a manner that is not respectful (as determined by the instructor) may result in removal from the classroom at the discretion of the instructor. Classroom computers are not available for personal use. Personal use of computers may result in restricted access to computers and removal from class.

## Attendance

The college-wide attendance policy is included in the Syllabus Addendum

<http://www.spcollege.edu/addendum/>

Students are required to attend every class, complete all assignments on or before the due dates, and come to class prepared. It is the responsibility of the student to notify the instructor in advance of any absence. Excused absences do not negatively affect a student's grade. Excused absences are at the discretion of the instructor. Physical proof of excuse and/or prior notification will be required.

Students who are not participating in class and attending regularly will be removed from the class and will receive a grade of WF as determined on the withdrawal deadline. A student may be removed from class if they have a grade of 0 on any test given previous to that date. Students who miss the first two weeks of class will be removed from class on the third week.

## Grading

Students enrolled after the withdrawal deadline will receive one of the grades below:

Grading Scale:			
≥ 90.0	A		
80.0 – 89.99	B	Homework	25%
70.0 – 79.99	C	Tests	50%
60.0 – 69.99	D	Final	25%
< 60	F		

The lowest one homework assignment and one test score will be dropped from your grade. This excludes any assignments that may receive a zero due to academic dishonesty.

**UNDER NO CIRCUMSTANCES** will a student receive a W grade after the withdrawal deadline. Students on their third attempt cannot withdraw from the class after the first week.

State policy specifies that students may not repeat a college credit course for which a grade of “C” or higher has been earned except by appeal to the campus Academic Appeals committee. You may repeat a college credit course one time without penalty. At the third attempt, you will pay the full cost of instruction. The full cost of instruction rate for the academic year is stated in the course catalog. In addition, at the third attempt you may NOT receive a grade of “I,” “W,” or “X,” but must receive the letter grade earned. This grade will be averaged into your overall grade point average.

## **MyMathLab Assignments**

### **Homework Assignments [25% of Final Grade]**

Each section included in this course will have an accompanying homework assignment in MyMathLab. This class is set up to encourage Mastery Learning, so you may rework any Homework Assignment to get a perfect score (unlimited attempts); the computer will use the highest score to average your final grade in the course. You may use your book and your notes while working on the Homework. Any Homework Assignments not completed by the due date will be assigned a 0. If you have difficulty with a problem, do not stop once you get the problem correct. There are several tools available for each problem (Help Me Solve This, Video, Textbook, Ask My Instructor). Test Reviews are considered Homework assignments.

### **Unit Tests [50% of Final Grade]**

You will be taking four (4) Unit tests according to the Class Schedule. You will have 1 attempt for each test. These Tests, as well as their Reviews, can be found in MyMathLab. Except in special cases, you will take the exams in class. It is advisable you take the Review multiple times in order to better prepare for the actual Test. You may not use your book or your notes during the Unit Tests. Each Unit Test is timed (70 minutes).

### **Final Exam [25% of Final Grade]**

For all students, the Final Exam must be taken by the scheduled date according to the Class Schedule. This exam is timed (110 minutes). All OSSD students must provide appropriate documentation if they need special arrangements for testing and must make arrangements for their testing.

### **Late Assignments and Make-up Policy**

Extensions will only be offered in cases of significant illness, death in the family, or other significant impediment to completing the assignments on time and only with appropriate documentation.

Late assignments will not be accepted without **proper documentation** of physical inability of access class during the due date and instructor approval. **Loss of internet is not a valid excuse for missing a deadline.** Should a student miss a test, a makeup test may be made available only with instructor

approval and **approved documentation** of physical inability to access class during the testing period. The instructor may use discretion in offering alternate options in unusual cases.

All requests for extensions must be made prior to the next unit exam due date or the end of the semester.

### Extra Credit

No Extra Credit will be available.

All course work must be completed by the appropriate due dates. A grade of zero will be assigned to any course requirement not completed.

**Grades will be hand calculated at the end of the term. Neither MyCourses nor MyMathLab determines your grade; the standards set forth in the syllabus determine your grade.**

## Students' Expectations and Instructor's Expectations

### Student Responsibilities

**Course Policies and Procedures:** The student is responsible for knowing all course policies listed in the syllabus and discussed in class.

**Class Participation and Etiquette:** The student is responsible for participating in class and coming to class prepared. The student will respect the rights of other students to learn. The student will communicate with others in a courteous and respectful manner at all times, including the instructor.

**Assignment due Dates and Procedures:** The student is responsible for knowing when assignments are due, the formats required, and the procedures for completing and submitting assignments.

**Academic Honesty:** St. Petersburg College has an Academic Honesty policy. It is your responsibility to be familiar with the policies, rules, and the consequences of violations. There is no tolerance for cheating and academic dishonesty. Discipline can range from a zero on a specific assignment to expulsion from the class with a grade of F. Note that copy/pasting published information, whether it's from your textbook or the Internet, without citing your source is plagiarism and violates this policy. Even if you change the words slightly the ideas are someone else's so you still have to cite your sources. Cheating, plagiarism, bribery, misrepresentation, conspiracy, and fabrication are defined in Board Rule 6Hx23-4.461. Student Affairs: Academic Honesty Guidelines, Classroom Behavior.

<http://www.spcollege.edu/academichonesty/>

**Disability Policy:** If you wish to request accommodations as a student with a documented disability, please make an appointment with the Learning Specialist on campus. If you have a documented hearing loss, please contact the Program for the Deaf/Hard of Hearing at 727-791-2628. If you will need assistance during an emergency classroom evacuation, please contact your campus learning specialist immediately about arrangements for your safety. The Office of Services for Students with Disabilities

can be reached at 727-791-2628, 727-791-2710(CL), 727-341-4758(SP/G), 727-394-6108(SE), 727-712-5789(TS), 727-341-3721(HEC), or 727-341-4532(AC). <https://www.spcollege.edu/dr/>

## **Instructor Responsibilities**

**Course Policies and Procedures:** The instructor is responsible for providing a syllabus the first day of class that clearly explains all course policies. The instructor will provide a Student Survey of Instruction for fall and spring semesters. The instructor will post grades in MySPC by the end of the semester.

**Class Participation and Etiquette:** The instructor will create a learning environment in the classroom that engages students and facilitates learning. The instructor is responsible for coming to class prepared. The instructor will enforce the right of all students to learn. The instructor will communicate with students in a courteous and respectful manner at all times. The instructor will respond to emails within 48 hours, 5 of 7 days per week.

**Assignment due Dates and Procedures:** The instructor will provide clear guidelines and information regarding when assignments are due, the format required, and the procedure for completing and submitting assignments. The instructor will grade all assignments within 7 days of each due date, with additional time for late assignments, if accepted.

**Academic Honesty:** The instructor will enforce SPC Academic Honesty policies at all times.

**Attendance:** The instructor will begin and end class on time. The instructor will maintain weekly office hours or come to class one half hour early for questions, as determined by college policy.

## **Tutoring**

Tutoring in math, reading, and writing is available free of charge, either by appointment or by an on-call tutor in the Learning Common. <http://spcollege.libguides.com/seminoletutoring>\*. **Tutoring is also available in MyCourses through SmartThinking.** Your Professor is also available. Please contact him to find office hours, to schedule an appointment, or to communicate via email or over the phone.

\*Note: this page is updated regularly, so please recheck it for tutoring schedules throughout the semester.

## **TECHNICAL SUPPORT**

SPC helpdesk: 727-341-4357 [onlinehelp@spcollege.edu](mailto:onlinehelp@spcollege.edu) or <http://www.spcollege.edu/helpdesk>

## **Student Survey of Instruction**

The student survey of instruction is administered in courses each semester. It is designed to improve the quality of instruction at St. Petersburg College. All students are confidential and anonymous and will be used solely for the purpose of performance improvement.