

South Plains College Mathematics Department  
**College Algebra – MATH 1314**  
Course Syllabus – Fall 2019

**Instructor:** Karol Albus

**Office:** M110

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**Office hours:** As listed or by appointment.

| Monday    | Tuesday    | Wednesday | Thursday            | Friday     |
|-----------|------------|-----------|---------------------|------------|
| 1:00-2:30 | 8:00-10:00 | 1:00-2:30 | By appointment only | 9:00-12:00 |

**Disclaimer:** The instructor reserves the right to alter any class policies/dates as deemed necessary by the instructor, and will announce any changes **in class**.

**Use of Student Email:** The College provides a free, official email account to all students to ensure efficient and secure communications between you and the College. Students will be required to use their college-issued email address to communicate with their instructors and all other college personnel, so it is easy to distinguish a student's email from spam. The College expects that students will utilize their college email addresses to send and receive communications with college personnel and will read email on a frequent and consistent basis.

**Course Description: MATH 1314 - College Algebra (3:3:1)** A standard course in college algebra. Quadratic equations; ratio and proportion; variation, binomial theorem; progressions; inequalities; complex numbers; theory of equations; determinants and matrices; linear programming; mathematical induction; permutations and combinations. Semester Hours: 3, Lecture Hours: 3, Lab Hours: 1. Pre-requisite: Two units of high school algebra or MATH 0320.

**Learning Outcomes:** Successful completion of this course should reflect mastery of the following objectives.

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.

**Course Supplies:**

- **Required:** Scientific Calculator (with log and ln). **Suggested TI-30XIIS.** They are inexpensive and user friendly.
- **Graphing calculators are not allowed.**
- **Required:** Large 3-ring binder, dividers, notebook paper, graph paper (available to print on blackboard), hole punch, pencils, and erasers.
- **Printed Notes:** No book is required, but notes will be posted on Blackboard and **you will be expected to print them and have them in class.** They will also be a requirement in the binder check.
- **Warning:** Do not expect your instructor to have supplies for you to borrow.

**Homework/Quizzes/ Binder Checks:**

- Homework will be assigned at each class. Work the problems early enough to seek help if needed.
- Homework is due at the beginning of the next class. **Late homework will not be accepted. Absence = 0.**
- Quizzes will be given most days. **Make-up quizzes will not be given. Absence = 0.**
- At the end of the semester the lowest 4 grades (homework/quiz/binder) will be dropped.
- All students will keep a binder which will be used as a reference and study guide.
- The binder will be graded randomly by the instructor during the semester.

**Binder organization:**

- Section 1: Syllabus
- Section 2: Unit 1: By section: Notes, Assignment, and Quiz(corrected on a separate sheet of paper behind the quiz). At the end of the unit you will have a review and an Exam.
- Section 3: Unit 2
- Section 4: Unit 3
- Section 5: Unit 4
- Section 6: Post Unit 4 material and Comprehensive Review

These pages will be kept in chronological order. **Being absent does not excuse you from notes, homework or quizzes. Everything is available on Blackboard and should be printed and completed even if you are not in class.**

**Exams:**

- 4 Unit Exams
- Final Exam is comprehensive and departmental.
- There are no exemptions for the final.
- If you are going to miss an exam contact your instructor immediately (preferably prior to the exam). Make up exams are very rare and only provided under extreme, documented circumstances.
- Once you begin an exam, you will not be able to leave the classroom until the exam is submitted for grading.

**Grading Formula:**

Enrollment in this course does not guarantee advancement to the next course level. The final responsibility for learning lies with the student. The final letter grade for this course will be based on the following:

4 Tests 15% each.....60%  
 Homework/Quizzes/Binder ..... 15%  
 Final Exam .....25%

**Final Grade Determination:**      A 90-100      B 80-89C      70-79      D 60-69      F 59 or below

**Classroom Etiquette:**

- **Class attendance is expected, not optional.** Class attendance may be taken at any time during the class period, so please do not be late or leave early. Leaving early and being tardy will be considered ½ absence. You may be dropped from this course with a grade of X or F if you are absent four consecutive classes or if you exceed five absences (**for any reason**).
- Preparation for class (including homework) is to be completed before – not during – the lecture.
- Chronic tardiness (entrance after lecture has begun) is unacceptable.
- NO tobacco use of any form is allowed in the classroom.
- Discussion of course material among students is encouraged during class, but habitually disruptive students will be asked to leave.
- All electronic communication devices are to be silenced and put away during class.

**Resources:**

- Blackboard! The course syllabus, notes, homework keys, quiz keys, and reviews will be available on Blackboard.
- Free tutoring is available in M116 on the Levelland campus.
- I am available to help you! Feel free to come by during my office hours or email me at [kalbus@southplainscollege.edu](mailto:kalbus@southplainscollege.edu).

**Withdrawal Policy:** As required by Texas Education Code Section 51.907, all new students who enroll in a Texas public institution of higher education for the first time beginning with the 2007 fall semester and thereafter, are **limited to six course drops** throughout their entire undergraduate career. All course drops, including those initiated by students or faculty and any course a transfer student has dropped at another institution, automatically count toward the limit. After six grades of W are received, students must receive grades of A, B, C, D, or F in all courses. There are other exemptions from the six-drop limit and students should consult with a Counselor/Educational Planner before they drop courses to determine these exemptions. Students receiving financial aid must get in touch with the Financial Aid Office before withdrawing from a course. It is the student’s responsibility to drop. Excessive absences (4 consecutive or 5 total) will result in an administrative withdrawal with a Grade of X or F. If you plan to withdraw, please consult with the instructor immediately.

**Note: The last day to drop with a grade of W is Thursday, November 14, 2019.**

**Equal Opportunity:** South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the context of a comprehensive community college setting. It is the policy of South Plains College to offer all educational and employment opportunities without regard to race, color, national origin, religion, gender, disability, or age.

**Core Objectives:**

**Communication Skills:** effective development, interpretation, and expression of ideas through written, oral, and visual communication.

- Develop, interpret, and express ideas through written communication
- Develop, interpret, and express ideas through oral communication
- Develop, interpret, and express ideas through visual communication

**Critical Thinking:** creative thinking, innovation, inquiry, analysis, evaluation, and synthesis of information.

- Generate and communicate ideas by combining, changing, and reapplying existing information
- Gather and assess information relevant to a question

- Analyze, evaluate, and synthesize information

**Empirical and Quantitative Competency Skills:** the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.

- Manipulate and analyze numerical data and arrive at an informed conclusion
- Manipulate and analyze observable facts and arrive at an informed conclusion

**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.

**Religious Holy Days:** In accordance with Section 51.911, Texas Education Code, South Plains College will allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within seven (7) calendar days after the absence. Students are required to file a written notification of absence with each instructor within the first fifteen (15) days of the semester in which the absence will occur. Forms for this purpose are available in the Student Services Office along with instructions and procedures. "Religious holy days" means a holy day observed by a religion whose place of worship is exempt from property taxation under Section 11.20, Tax Code.

**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.

**Non-Discrimination Statement:** 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.

**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, please refer to the SPC policy at: ([http://www.southplainscollege.edu/human\\_resources/policy\\_procedure/hhc.php](http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.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.

**Sexual Misconduct Statement:** As a faculty member, I am deeply invested in the well-being of each student I teach. I am here to assist you with your work in this course. If you come to me with other non-course-related concerns, I will do my best to help.

It is important for you to know that all faculty members are mandated reporters of any incidents of sexual misconduct. That means that I cannot keep information about sexual misconduct confidential if you share that information with me. Crystal Gilster, the Director of Health & Wellness, can advise you confidentially as can any counselor in the Health & Wellness Center. They can also help you access other resources on campus and in the local community. You can reach Ms. Gilster at 806-716-2362 or email [cgilster@southplainscollege.edu](mailto:cgilster@southplainscollege.edu) or go by

the Health and Wellness Center for assistance. You can schedule an appointment with a counselor by calling 806-716-2529.

**4.1.1.4 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 Crystal Gilster, Director of Health and Wellness at 806-716-2362 or email [cgilster@southplainscollege.edu](mailto:cgilster@southplainscollege.edu) for assistance.