

MAT151 College Algebra

Spring 2023 Syllabus

Section	Format	Credit Hours	Dates	Time	Days	Room
35526	In Person	4	Jan 31–May 12, 2023	12:00PM–1:50PM	TR	CM-471

Professor Jenifer Bohart

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Office Phone: (480) 423-6278

Text and Voicemail: (480) 359-6806

*The information contained in this syllabus is subject to change at any time during the semester by the instructor. Any changes will be announced through the email you use to create your MOER account. **NOTE: Canvas will not be used for this class.***

Required Items

MOER Account

MOER is a *free* online assessment tool that we will use for all online work and assignments for this class.

URL for MOER: <https://moer.maricopa.edu> Course ID: 16009 Enrollment Key: math35526

TI-83 or TI-84 Graphing Calculator

- A TI-83 or TI-84 graphing calculator is **required** for this class. You may use this calculator on all assignments and exams.
- The SCC Media Center will rent calculators this semester. Students should use this link to sign up: <http://scottsdalecc.evanced.info/dibs> There are a limited number of calculators available.
- Calculators with QWERTY keyboards or those which do symbolic algebra (such as TI-Inspire, TI-92s or TI-89s) **may not** be used for this class.

Other Required Materials

- 3-ring binder (1 inch minimum) to hold Student Workbook, handouts, and notes
- Pencils, erasers, highlighters, and colored pens
- Notebook paper or graph paper

Technical Requirements

Students are responsible for meeting these technical requirements in order to begin this class:

- An email address that you check regularly (use this when you set up your MOER account)
- Reliable, high-speed Internet connection
- Webcam (internal or external) and microphone
- Headphones or working speakers connected to the computer

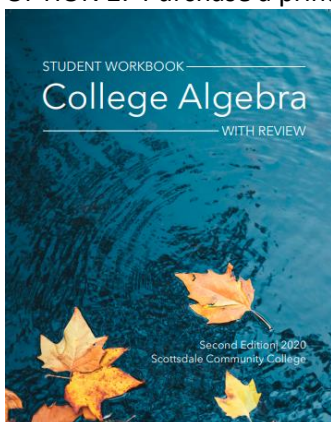
Course Textbook and Workbook (Recommended)

Textbook: College Algebra, Scottsdale Community College Edition (ISBN: 978-1-63434-847-8),

- OPTION 1: Download for free from MOER (Printing this textbook is not required)
- OPTION 2: Purchase a printed copy from the SCC Bookstore (around \$38)

College Algebra with Review Student Workbook, 2nd Edition (ISBN 978-1-63434-931-4)

- OPTION 1: Download for free from MOER and print pages as needed.
- OPTION 2: Purchase a printed copy from the SCC Bookstore (around \$14)



Course Technologies

View the [Accessibility Statements & Privacy Policies](#) of technologies used in this course.

Maricopa Systems

This course uses key Maricopa systems for course management and communication.

- Student Maricopa Gmail Account
- Maricopa Open Educational Resource Learning System (MOER)

Streaming Media/Audio/Video Tools

This course delivers video lectures through YouTube.

Instructor office hours will be conducted in person and through Google Meet.

Computer Access and Email

- You will need regular access to a computer (with Internet access) in order to complete the online assignments that are part of this course.
- You are responsible for completing all assignments on time regardless of any computer or internet issues that may occur.
- You will need a working email address that you CHECK REGULARLY. I do send regular class announcements and information via the email you use to create your MOER account. It is your responsibility to provide a valid email address that you keep up with so that you can receive notifications of class announcements.
- **Response Time:** Students can expect a response time of 24 hours for the instructor to respond to messages sent through MOER.

MAT151 – MCCC OFFICIAL COURSE DESCRIPTION AND COMPETENCIES

Description: Analysis and interpretation of the behavior and nature of functions including linear, quadratic, higher-order polynomials, rational, exponential, logarithmic, power, absolute value, and piecewise-defined functions; systems of equations, using multiple methods including matrices, and modeling and solving real world problems.

Prerequisites: A grade of C or better in MAT095, or MAT096, or MAT114, or MAT115, or MAT12+, OR an appropriate district placement for MAT15+, OR permission of Department or Division Chair.

MCCC Official Course Competencies

1. Define, distinguish, and interpret the relations and functions and their inverses represented verbally, graphically, numerically, or algebraically.
2. Calculate and interpret the average rate of change in varied contexts, using function notation including the difference quotient.
3. Evaluate functions, including composition, and solve function equations and inequalities using multiple methods.
4. Set up, solve, and interpret the meaning of solutions of systems of linear equations using multiple methods, including matrices where appropriate.
5. Identify, graph, analyze, and determine the key characteristics of the following function types and their transformations: linear, quadratic, higher-order polynomial, power, radical, rational, exponential, logarithmic, absolute value, and piecewise-defined.
6. Model real world situations using a variety of mathematical techniques (including regression) and solve real world mathematical problems using functions.

SCC Resources Related to This Class

SCC Math Center:

In-Person and Remote tutoring is available for free through the SCC Math Center. Instructions and hours are on the [SCC Math Center website](#).

Academic & Student Support Services:

A variety of student services can be accessed online. Services are free to all registered SCC students. Refer to the [SCC College Resources Home Page](#).

Accommodations:

Scottsdale Community College provides equal opportunity to qualified students. If you have a documented disability (medical, physical, learning, psychological, etc.) and wish to request disability-related accommodations to complete course requirements, contact Disability Resources & Services ([480-423-6517](tel:480-423-6517)). Course requirements cannot be waived, but reasonable accommodations may be provided based on disability documentation and course objectives.

Course Structure

The topics for this course have been divided into Units which are due weekly. Give yourself plenty of time to work through the problems, take good notes, and get help as needed.

MEDIA LESSON

- The Online Media Lesson serves both as an introduction to the topic and as a resource for how you should aspire to write your solutions and express your mathematical work.
- Take careful notes as you watch the videos in this assignment. The examples in the Student Workbook are identical to those in the videos, so use the workbook to help you record your notes from the videos. Any notes you take are for your own use (you will not turn in the Media Lesson pages from the workbook). The more thorough your notes are, the more helpful they will be to you!
- You will have three tries for each problem in the Media Lesson. After the third attempt, you can generate a new problem for full credit.
- Media Lessons are due at the beginning of class as indicated on the MOER Calendar.

IN CLASS

- **REQUIRED: Turn all cell phones and other electronic devices OFF before the start of class.**
- You are expected to be on time and prepared for class, be an active participant in group work and class discussions, and stay the full length of the class period. Otherwise, you will be marked absent. Being prepared means having the proper materials with you when you arrive in class (graphing calculator, notes, pencil, paper) as well as all assignments completed.
- In class, we will review the topics from the Media Lesson, and spend time working on more challenging problems.
- All assignments given in class will be collected and graded, and are due at the end of the class period. If you are late to class, absent, or leave class early, you will not receive credit for these assignments (unless arrangements in advance).

ONLINE HOMEWORK

- You will have three tries for each homework problem. After the third attempt, you can generate a new problem for full credit. Refer to your notes from the Media Lesson as needed. Work problem by problem to achieve a score of 100%. Additional video tutorials are provided in the unit folder.
- **WRITE DOWN** your work as you go through the online homework assignment. Keep this work neat and in order, and include notes to yourself on difficult problems. You are creating a resource for yourself that will help you as you take the Online Unit Test and prepare for exams. The more thorough your notes are, the more helpful they will be to you! Bring this supporting work to class.
- Do not wait until the last minute to start on the Online Homework! If you have questions, go to the SCC Math Center or visit me during office hours for help **before the due date**.

ONLINE UNIT TEST

- You may use your calculator and notes on Online Tests, but ***no other assistance is permitted.***
- Online Tests are **timed**. You have one hour to complete a Unit Test. Any problems not submitted within this time limit will receive a score of zero.
- Online Tests are due on (or before) the dates indicated on the Course Schedule. Give yourself plenty of time to complete assignments and get help as needed **before the due date**.

TEST CORRECTIONS (Required for every Online Test)

- At the top of a clean sheet of notebook paper (or graph paper), write your name, the test number, test score, and LIST all problems missed. For every missed problem, copy the question onto your paper and explain the error. Show as much work as possible and explain clearly where the mistake was. Then work the problem correctly, showing all possible work and (if an application problem) writing your answer in a complete sentence.
- Test Corrections are due at the beginning of the class following the test due date.
- If you get a perfect score on the online test, you automatically receive 100% on the test corrections.
- If you miss a test, you will automatically receive a score of 0% on test corrections.

Notes to the Student:

- **START the online homework before coming to class.** Try all of the problems and make notes to yourself on the difficult problems. Bring these notes with you to class.
- Due dates will not be extended. Give yourself plenty of time to complete assignments and get help as needed. **Do not wait until the last minute!!!**
- **If you have to miss a class**, message me as far in advance as possible, to ask for any handouts/reviews that will be done in class. It may be possible to turn these in early for full credit. If there are any written assignments due in class that day, scan them and email them to me **before** class starts. Please make sure all pages are right side-up and in order.
- Read instructions carefully! Work that does not meet specified criteria will lose points and may receive a score of zero. You will not be able to “redo” assignments. Always show your best work and ask questions before an assignment is due.
- All written work must be of collegiate quality: neat, organized, easy to read, and with all possible work shown. Otherwise, it will lose points, and may receive a score of zero. (Please use pencil!)
- Assignments due at the start of class will not be accepted at any other time during the class period. Have them ready to hand in when you arrive in class. If you arrive in class late, you will not receive credit for assignments that were to be handed in at the beginning of class.

Proctored Exams

- Two Exams will be given in class. See MOER calendar for exam dates.
 - MIDTERM EXAM:** Covers material from Units 1 – 6.
 - FINAL EXAM:** Covers material from Units 1 – 12.
- **You may use your graphing calculator but NO NOTES on these exams.**
 - A formula sheet will be provided by your instructor on both exams. Check MOER to see which formulas will be provided and which formulas you will need to memorize.
 - Calculators that perform symbolic manipulation will **not** be permitted during any exam: examples include the TI-89, TI-92, TI-Inspire, HP-48, HP-48G, and Casio 9970. Your cell phone may not be used as a calculator during an exam.
 - Your calculator program memory will be checked prior to each exam and may be cleared if it contains any programs, notes, or formulas related to exam topics.
- **REQUIRED: Turn all cell phones, computers, and other electronic devices OFF before the start of every class. Your cell phone may not be used during any class. If you are wearing a “smart” watch, you will be asked to remove it before taking a test/exam.**
- If an emergency arises that is **beyond your control**, you must contact me **on or before** the day of the exam to arrange for a make-up. Make-ups are possible only in special circumstances and at the instructor’s discretion. All make-ups for Midterm Exam, if granted, must be completed *before* the next class meeting. All make-ups for the Final Exam, if granted, must be completed on or before Friday, May 12, 2023. Make-up exams must be completed in the SCC Testing Center. Failure to adhere to this policy will result in a grade of zero on the exam, and you may be withdrawn from the class.
- If you end up needing to test in the testing center, the information is below:
 - SCC Testing Center: By appointment only (no walk-ins). You must contact your instructor to initiate this process. Your instructor will submit a request to the Testing Center. The Testing Center will then send an email to your Maricopa Gmail address with a link to make your reservation. There is no fee. If you need to contact the Testing Center during this process, their phone number is (480) 423-6433. SCC Testing Center info: <http://www.scottsdalecc.edu/college-resources/testing-center>
- Students who miss an exam and do not make it up within the required time period may be withdrawn from the class.

Grading Summary

Assignment	Percentage of Course Grade
Online Assignments: <ul style="list-style-type: none"> • Syllabus Quiz • Orientation Assignments • Prerequisite Review • Media Lessons • Online Homework • Online Unit Tests • Online Exam Reviews Written Assignments: <ul style="list-style-type: none"> • In-Class Assignments • Test Corrections 	50%
Midterm Exam	25%
Final Exam	25%

Grading Criteria	
90% - 100%	A
80% - 89.99%	B
70% - 79.99%	C
60% - 69.99%	D (Not passing)
0% - 59.99%	F (Not passing)

Final grades are calculated using the scale listed above. **FINAL GRADES ARE NON-NEGOTIABLE.** It is unethical to reach out at the end of the semester and request "a few extra points" or discuss the consequences of not earning the grade you want in the class. Messages of this nature will not receive a response.

Note: Whether a student receives an F or a W depends on the communication with the instructor as to the student's individual situation.

The grade of I is exceptional and given only to students whose completed coursework has been qualitatively satisfactory but who have been unable to complete all course requirements because of illness or other circumstances beyond their control. The grade of I may be considered only for students who have completed at least 85 percent of the total coursework requirements with a grade of C or better. The student must request an I before the end of the semester. The faculty member retains the right to make the final decision on granting a student's request for an I, even though the student may meet the eligibility requirements for this grade. If the request is approved, the faculty member will determine a deadline for which work must be completed, and the grade the student will receive if the work is not completed on time.

Class Policies

The following policies are specific to this course. Students are also responsible for the college policies included on the [Student Regulations](#) page of the Maricopa Community College District website.

Computer Access and Email

- You will need regular access to a computer (with Internet access) in order to complete the online assignments that are part of this course.
- You are responsible for completing all assignments on time regardless of any computer or internet issues that may occur.
- You will need a working email address that you CHECK REGULARLY. I do send regular class announcements and information via the email you use to create your MOER account. It is your responsibility to provide a valid email address that you keep up with so that you can receive notifications of class announcements.
- **Response Time:** Students can expect a response time of 24 hours for the instructor to respond to messages sent through MOER.

General Conduct

- Students are expected to conduct themselves in a responsible, mature, and academically honest manner. Be honest in everything you do. Do not present someone else's work as your own.
- Any student caught cheating on an assignment/exam will receive a grade of zero for that assignment/exam and is subject to disciplinary action in accordance with SCC policies. This may include withdrawal from the class.

Attendance

- You are expected to be on time and prepared for class. Being prepared means having the proper materials with you when you arrive in class (calculator, notebook paper, pencil) as well as all assignments completed. Otherwise you will be marked absent.
- You are expected to be an active participant in group work and class discussions, and stay the full length of the class period. Otherwise you will be marked absent.
- I will not spend class time going over material you have missed due to tardiness or absence.
- You are expected to spend time outside of class working on the online assignments. If a week goes by and you have not worked on the Online Homework assignment in MOER, this will count as one absence (unless all assignments for the week have been completed early).
- If you acquire more than two absences (in person or online), you may be withdrawn from the course.
- You are expected to complete all assignments prior to the date of any absence. **No late work will be accepted if you are absent or late to class.**

Expectations for Time Spent Outside of Class

This is a four credit-hour course that meets for 14 weeks. Based on the federal credit hour definition, students should plan to spend a minimum of 13 hours on course content weekly.

Class Drop

If you realize right away that this class is not for you, you will need to drop the class as soon as possible (within the first few days of class) in order to receive a full refund. Check the College Catalog for these important dates. You are responsible for dropping within the window to obtain a refund if you decide that is what you want to do.

Withdrawal Policies

Students can withdraw from this class at any time prior to the Final Exam. If you find that you need to withdraw from the course, please speak to me about it first. I may be able to recommend other options or discuss alternative courses of action concerning future classes.

This is not a self-paced class. You have assignments and due dates and must make regular and consistent progress on course work and assignments. Students that stop participating and fail to respond to instructor MOER communication will be withdrawn from the class.

Please note that I will not give you an F if you merely stop participating. If you meet or exceed the limits listed below, then you may be withdrawn from the class and not receive a letter grade (A–F).

- Students who do not create their MOER account by 11:59PM on the class start date may be dropped from the class as a no-show. (This policy protects your refund for the course)
- Students who do not log in to MOER and make progress on the assignments for a 14-day period may be withdrawn from the class
- Students who acquire more than two absences may be withdrawn from the class.
- Students who miss an exam may be withdrawn from the class.
- Cheating on any assignment or exam may result in withdrawal from the course.
- Students who do not take the Final Exam may be withdrawn from the class. NOTE: **All** enrolled students who take the Final Exam will receive a letter grade (A, B, C, D, or F) for the class.

If circumstances are such that you cannot complete the semester, it is your responsibility to withdraw from the class. If you are withdrawn by your instructor for exceeding the allowable absences indicated above, the instructor is required by law to report when you last attended class.

Information contained in this syllabus is subject to change during the semester at the discretion of the instructor. Any changes will be posted on the MOER site and an email will be sent out to all students through the email you use to set up your MOER account.

Students are responsible for the information contained in this syllabus. Students are responsible for college policies included in the College Catalog and the Student Handbook.