South Plains College
Common Course Syllabus: MATH 1314
Revised July 2023

Department: Mathematics, Engineering, and Computer Science

Discipline: Mathematics

Course Number: MATH 1314

Course Title: College Algebra

Available Formats: conventional, hybrid, internet, and ITV

Campuses: Levelland, Downtown Center, Plainview Center, and Dual Credit

Course Description: In-depth study and applications 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.

Prerequisite: Minimum score of 350 on the TSIA1, minimum score of 950 on the TSIA2, a diagnostic score of 6 on the TSIA2, TSI-exempt status, a successful completion with a grade of 'C' or better in MATH 0320, or successful completion of NCBM-0114.

Credit: 3 **Lecture:** 3 **Lab:** 1

Textbook: *College Algebra with Intermediate Algebra: A Blended Course*, Beecher, Penna, Johnson, and Bittinger, 2018, 1st Edition, Prentice Hall/Pearson Education

Supplies: Please see the instructor's course information sheet for specific supplies.

This course partially satisfies a Core Curriculum Requirement: Mathematics Foundational Component Area (020)

Core Curriculum Objectives addressed:
- **Communications skills**—to include effective written, oral and visual communication
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Empirical and quantitative competency skills**—to manipulate and analyze numerical data or observable facts resulting in informed conclusions

Student Learning Outcomes: Upon completion of this course and receiving a passing grade, the student will be 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.

Student Learning Outcomes Assessment: A pre- and post-test questions will be used to determine the extent of improvement that the students have gained during the semester

Course Evaluation: There will be departmental final exam questions given by all instructors.

Attendance/Student Engagement Policy: Attendance and engagement are the most critical activities for success in this course. The instructor maintains records of the student's attendance and submission of assignments throughout the semester. The student is expected to attend at least eighty percent (80%) of the **total** class meetings **and** submit at least eighty percent (80%) of the **total** class assignments to have the best chance of success. If the student fails to meet these minimum requirements, the instructor <u>may</u> remove the student from the class with an X, upon their discretion, to help the student from harming their GPA. If the student can not receive an X, the instructor will assign an F.

Plagiarism violations include, but are not limited to, the following:
1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Missing in-text citations.

Cheating violations include, but are not limited to, the following:
1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain an unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

Student Code of Conduct Policy: Any successful learning experience requires mutual respect from the student and the instructor. Neither the instructor nor the student should be subject to others' rude, disruptive, intimidating, aggressive, or demeaning behavior**.** Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title IX Pregnancy Accommodations, CARE Team, and

Campus Concealed Carry, please visit
https://www.southplainscollege.edu/syllabusstatements/.

South Plains College policies, return to campus plan, and protocols regarding COVID-19 can be found here: https://www.southplainscollege.edu/emergency/covid19-faq.php.

SPC Bookstore Price Match Guarantee Policy: If you find a lower price on a textbook, the South Plains College bookstore will match that price. The difference will be given to the student on a bookstore gift certificate! The gift certificate can be spent on anything in the store.

If students have already purchased textbooks and then find a better price later, the South Plains College bookstore will price match through the first week of the semester.   The student must have a copy of the receipt and the book has to be in stock at the competition at the time of the price match.

The South Plains College bookstore will happily price match BN.com & books on Amazon noted as *ships from and sold by Amazon.com*. Online marketplaces such as *Other Sellers* on Amazon, Amazon's Warehouse Deals, *fulfilled by* Amazon, BN.com Marketplace, and peer-to-peer pricing are not eligible. They will price match the exact textbook, in the same edition and format, including all accompanying materials, like workbooks and CDs.

A textbook is only eligible for price match if it is in stock on a competitor's website at time of the price match request. Additional membership discounts and offers cannot be applied to the student's refund.

Price matching is only available on in-store purchases.   Digital books, access codes sold via publisher sites, rentals and special orders are not eligible. Only one price match per title per customer is allowed.

Note: The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.

Instructor's Course Information

Course: MATH 1314 – College Algebra
Section: 453 – Dual Credit Online
Term: Fall 2023

Instructor: Jerod Clopton
Office: Lubbock Downtown Center, B019
Telephone: (806) 716-2738
Email: jclopton@southplainscollege.edu

Virtual / Face-to-Face Office Hours:
- Monday: 10:00-11:30am, 4:15-5:15pm
- Tuesday: 2:00 - 3:30pm
- Wednesday: 10:00-11:30am
- Thursday: 2:00 - 3:30pm
- Fridays: 10:00-11:00am
- And by appointment, as needed. (The appointments can be scheduled in Blackboard.)
- Virtual office hours also may be scheduled in Blackboard.

Email Policy: All students at South Plains College are assigned a standardized SPC email. Log into portal.office.com to access to you SPC email account. The instructor will only acknowledge, respond, and receive emails to your assigned email address.
- My expected response time to received emails is as follows:
    - For emails sent on Monday-Thursday, I will attempt to respond within 24 hours.
    - For emails sent on Friday-Sunday, I may not respond until the following Monday.
- I will not be checking / responding to messages sent through the Blackboard messaging system.

Textbook: A textbook is not required for this course; however, a recommended and freely available textbook for this course may be: College Algebra from OpenStax, Print ISBN 1938168380, Digital ISBN 1947172123, www.openstax.org/details/college-algebra
This textbook is also embedded in your Blackboard course for easier referencing. However, if you prefer a print copy as a reference tool, the ISBN is located at the web link above.

Supplies: Besides pencils (please show your work in pencil) and paper, you will need a scientific calculator and a small supply of graph paper. Calculators on cell phones, TI-89, TI-92, or TI-Inspire calculators, or any other electronic devices will not be allowed during testing without permission from the instructor. Make certain you have access to a scanner or scanning app. Gradescope is the recommended app. Other apps such as CamScanner, Scannable, OneDrive, etc. are helpful in order to scan your assignments/quizzes and submit them through Blackboard.

Blackboard: Blackboard is the online course management system that will be utilized for this course. This course is supplemented online, so all access to course information and your instructor is through the Internet. This course syllabus, as well as all course materials can be accessed through Blackboard. Login at https://southplainscollege.blackboard.com/. The username and password should be the same as the MySPC and SPC email.

Username: first initial, last name, and last 4 digits of the Student ID
Password: Original Campus Connect Pin No. (found on SPC acceptance letter)

Course Evaluation: Assignments and quizzes will count for 20% of the final grade, while exams count for 80% of the final grade. Your final average in the course will determine the letter grade posted on your transcript. This grade is determined by the following scale:
A (90-100%), B (80-89%), C (70-79%), D (60-69%), F (0-59%).

- Assignments/Quizzes = 20%
- Exam 1 = 20%
- Exam 2 = 20%
- Exam 3 = 20%
- Final Exam = 20%

Assignment Format and Policy: Assignments are given after each lesson and are collected according to the calendar below. For each question on each assignment:
- Write the question number.
- In solving the problem, show all necessary work.
- Clearly mark your answer.
- Check your answers in Blackboard to make certain you are practicing the exercises correctly.
- Write your name at the top of each page of your work.
- Submit the assignment in Gradescope as a single pdf file, preferably using the Gradescope app. (Pdf files can be generated easily using a scanner or many freely available phone apps, like CamScanner, Scannable, or OneDrive.)
- All homework assignments will be due by 11:59pm on the Sunday of the corresponding week (unless otherwise stated). (In the course calendar, each week starts on Monday)

Make certain to complete and submit assignments on time (or early). Early submissions are welcomed! Late assignments will be accepted with a 15% deduction up to the time of the unit exam. Assignments may not be submitted after the unit exam.

Quizzes and Exams Policy: Quizzes and exams will be taken online. You will be monitored when taking quizzes and exams with Proctorio, an online procotoring software. Be sure to ready the **Proctorio Online Exam Policies and Prodedures,** located at the end of the syllabus. No late quizzes or exams will be accepted.

To maximize your potential for successfully completing this course:
- Login to Blackboard daily.
- Watch the lecture videos and take notes on them.
- Thoroughly complete and submit the assignments on time.
- Practice the exercises repeatedly until you have full mastery of them.

Resources

SPC Tutors
Tutoring is FREE for all currently enrolled students. Make an appointment or drop-in for help at any SPC location or online! Visit the link below to learn more about how to book an appointment, view the

tutoring schedule, and view tutoring locations.
http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php

Tutor.com
You also have 180 FREE minutes of tutoring with Tutor.com each week, and your hours reset every
Monday morning. Log into Blackboard, click on the tools option from the left-hand menu bar. Click on
the Tutor.com link and you will automatically be logged in for free tutoring. You may access tutor.com
tutors during the following times:

      Monday – Thursday: 8pm-8am
      6pm Friday – 8am Monday morning

For questions regarding tutoring, please email tutoring@southplainscollege.edu or call 806-716-2538.

Plagiarism and Cheating Statement: It is the aim of the faculty of South Plains College to foster a
spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his
or her own any work which he or she has not honestly performed is regarded by the faculty and
administration as a most serious offense and renders the offender liable to serious consequences,
possibly suspension. (SPC General Catalog)

Plagiarism and cheating are not tolerated in this course. Under the policies of South Plains College,
punishment for cheating may include no credit (failing) on the assignment, quiz, exam, or the course.

Proctorio Online Exam Policies and Procedures:
- Tests will be monitored virtually via the Proctorio software. In order for Proctorio to work
  correctly, you need to be using the most up-to-date Chrome internet browser and add the
  Proctorio plug in/extension. This extension can be added at https://getproctorio.com/.
- Enrollment in the course is an agreement to abide by and accept all terms for online testing.
  Online exams within this course will require online proctoring. Therefore, students will be
  required to have a webcam (USB or internal) with a microphone when taking an exam as well as
  the Chrome internet browser. Students understand that this remote recording device is purchased
  and controlled by the student and that recordings from any private residence must be done with
  the permission of any person residing in the residence. To avoid any concerns in this regard,
  students should select private spaces for the testing. Students must ensure that any recordings do
  not invade any third party privacy rights and accept all responsibility and liability for violations
  of any third party privacy concerns.
- You should find a private place to test where you will not be interrupted. You should be the only
  person in the room where you are testing. If I see or hear other people in the room with you, then
  you will get a zero on the exam.
- Tests must be completed in the time window given. Once you begin your exam, you must finish
  it and submit it during that sitting. You are not allowed to stop and come back to it later. You are
  not allowed to take breaks during the exam so plan accordingly. An exam should not take more
  than two hours to complete. Therefore, you will select ONE of the available times for testing.
  You may only test at one of the times.
- Your PDF of the exam must be submitted just before you close the exam in Proctorio.
- At the specified times for exams, a link will open in Blackboard. (I will put this in the folder for
  the week in which the exam is to be taken). The link will launch the Proctorio software. To begin
  an exam, click on that link and a PDF will open. You are not allowed to download this PDF to
  your computer or print the PDF. When you are done taking the exam, you will click on "Save
  and Submit." If you have not entered anything in the box, Blackboard will ask you if you still

want to submit even though you have not typed in any answer(s) and you should click "Okay." You will scan and submit your exam using the Gradescope app exactly like you do your assignment submissions.

- You are not allowed to print off the exam. You should do all of your work for the exam on notebook paper. Please note that your work should be easily read. If I cannot read it, I cannot give you credit for it.
- The exam is timed.
- Audio, video and your computer screen are being recorded during testing. Please make sure your computer's audio and video are turned on. There is no talking during the exam.
- The webcam/video must show both you and your work space at all times during the exam. Your exam workspace should include a writing utensil, blank notebook paper on which to complete the exam, your non-graphing calculator, and your face down phone for submission at the end of the exam. If I can't see both you and your ENTIRE workspace throughout the exam, you will receive a zero. See the posted Blackboard video for an example of what I should see when you are testing.
- You are not allowed to move materials (papers, calculator, pencils etc) in and out of that visible workspace during testing. I should be able to see all of those things in your visible workspace the entire time you are testing.
- After you click on the exam to launch it, you should hold the following up to your webcam for a period of five seconds each:
  - i. A photo ID (this could be a student ID, driver's license or work ID. The photo ID must show your picture as well as your given name).
  - ii. ii. Your non-graphing calculator
  - iii. iii. Both sides of each blank sheet of paper you plan to have in your workspace to use during testing.
- If there is anything else in your workspace, you will receive a zero on the exam. You should not have out any electronic devices (smart watches, another computer etc) or notes during the exam. Your phone will be in your workspace face down but should not be used other than scanning and submitting at the very end.
- The exam itself will be posted on Blackboard and you should be able to have it open on your computer screen during the exam. That is all that should be on your computer screen until you are finished with the exam. Surfing the internet during the exam is prohibited and will result in a zero. Remember that the Proctorio software monitors your computer screen during the exam.
- The Proctorio exam monitoring (audio, video and computer screen) will be cut off when you hit the submit button, or run out of time. You should allow time to scan and submit your work in Gradescope BEFORE submitting in Proctorio. There should be a countdown of your remaining time on the computer screen.
- If there is anything questionable that happens during the exam or if you do not follow all Online Exam Policies and Procedures, you will receive a zero on the exam. If something unexpected occurs and you think an explanation might help, please email me.
- If you get removed or kicked out of your exam, please first submit what you have done up to that point. Then click on the extension icon in the upper right-hand corner of your browser. This will connect you to a Proctorio agent via a live chat. The Proctorio agent will be able to let you back into the exam as long as there was a valid reason for your removal. If you get removed from the exam and can't find the extension icon, please go to https://proctorio.com/support and click on "start live chat". These steps should be completed immediately if you are removed from an exam unexpectedly. Do not contact me as I have no power to admit you.

Tentative Course Calendar: MATH1314.452
College Algebra (Dual Credit Online
Fall 2023

Week	Date	Topic	Assignment Due Dates All assignments are due by 11:59 pm on the corresponding Sunday
1	Aug 28-Sept 3	Course Introduction Proctorio Practice Exam	Due Sun Sept 3 Proctorial Practice Exam
2	Sept 4-10	Asgmt 1: Linear Equations Asgmt 2: Rational Equations Asgmt 3: Linear Applications Quiz 1	Due Sun Sept 10 Asgmt 1 HW Asgmt 2 HW Asgmt 3 HW Quiz 1
3	Sept 11-17	Asgmt 4: Complex Numbers Asgmt 5: Quadratic Equations Quiz 2	Due Sun Sept 17 Asgmt 4 HW Asgmt 5 HW Quiz 2
4	Sept 18-24	Asgmt 6: Other Types of Equations Asgmt 7: Linear and Absolute Value Inequalities Quiz 3	Due Sun Sept 24 Asgmt 6 HW Asgmt 7 HW Quiz 3
5	Sept 25-Oct 1	**Exam 1** Asgmt 8: Functions and Their Graphs Asgmt 9: Linear Functions and Slope Quiz 4	Due Sun Oct 1 Exam 1 Asgmt 8 HW Asgmt 9 HW Quiz 4
6	Oct 2-8	Asgmt 10: Distance, Midpoint, and Circles Asgmt 11: Combination and Composition of Functions Asgmt 12: Inverse Functions Quiz 5	Due Sun Oct 8 Asgmt 10 HW Asgmt 11 HW Asgmt 12 HW Quiz 5
7	Oct 9-15	Asgmt 13: Quadratic Functions and Synthetic Division Asgmt 14: Roots of Polynomials Quiz 6	Due Sun Oct 15 Asgmt 13 HW Asgmt 14 HW Quiz 6
8	Oct 16-22	**Exam 2** Asgmt 15: Polynomial Functions and Their Graphs Quiz 7	Due Sun Oct 22 Exam 2 Asgmt 15 HW Quiz 7
9	Oct 23-29	Asgmt 16: Rational Functions and Their Graphs Asgmt 17: Polynomial and Rational Inequalities Quiz 8	Due Sun Oct 29 Asgmt 16 HW Asgmt 17 HW Quiz 8
10	Oct 20-Nov 5	Asgmt 18: Exponential and Logarithmic Functions Asgmt 19: Properties of Logarithms Quiz 9	Due Sun Nov 5 Asgmt 18 HW Asgmt 19 HW Quiz 9

11	Nov 6-12	Asgmt 20: Exponential Equations Asgmt 21: Logarithmic Equations Quiz 10	<u>Due Sun Nov 12</u> Asgmt 20 HW Asgmt 21 HW Quiz 10
12	Nov 13-19	**Exam 3** Asgmt 22: 2x2 and 3x3 Systems of Equations Quiz 11	<u>Due Sun Nov 19</u> Asgmt 20 HW Asgmt 21 HW Quiz 11
13	Nov 20-26	Asgmt 23: Matrix Solutions to Systems Quiz 12	<u>Due Sun Nov 26</u> Asgmt 23 HW Quiz 12
14	Nov 27-Dec 3	Asgmt 26: Determinant's and Cramer's Rule Asgmt 25: Nonlinear Systems and Systems of Inequalities Quiz 13	<u>Due Sun Dec 3</u> Asgmt 26 HW Asgmt 25 HW Quiz 13
15	Dec 4-10	Review for Final Exam	
16	Dec 11-13	**Final Exam – Due by 11:59 pm on Wed Dec 13**	