



Math1314.088 College Algebra – Online

Course Syllabus: Fall 2026

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

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Weekday	Office Hours
Monday	10:00 AM – 11:00AM
Tuesday	10:00 AM – 11:00AM
Wednesday	10:00 AM – 11:00AM
Thursday	10:00 AM – 11:00AM
Friday	10:00 AM – 11:00AM

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

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 as time permits. Three hours credit.

Prerequisite(s): 1) TSI Not Complete – Multiple Measures Placement with Corequisite Model
or 2) TSI Complete Status

Student Learning Outcomes:

- 1314.1 Demonstrate understanding and knowledge of properties of functions, which include domain and range, operations, compositions, and inverses.
- 1314.2 Recognize and apply polynomial, rational, radical, exponential, and logarithmic functions and solve related equations.
- 1314.3 Apply graphing techniques.
- 1314.4 Evaluate all roots of higher degree polynomial functions.
- 1314.5 Recognize, solve, and apply systems of linear equations using matrices.

Evaluation/Grading Policy:

The breakdown of the course requirements is as follows:

%	Requirement
20%	Discussion Forums
20%	Assignments
20%	Quizzes
20%	Midterm Exam (must be proctored)
20%	Final Exam (must be proctored)

Semester grades will be earned as follows

Percentage	Letter Grade
90% and above	A
80%–89%	B
70%–79%	C
60%–69%	D
59.9% and below	F

Homework assignments and quizzes are graded when submitted. Homework and quizzes will require the use of “Late Passes” if not completed by the scheduled due date. Each student has 255 late passes that extend the assignment due date for 24 hours. Students may use more than one late pass per assignment that is past due. At the discretion of the instructor a penalty may be imposed on late assignments.

Discussion forums are graded after the due date. There are no late passes available for Discussions. Discussions will not be accepted late. Any discussion not submitted by the deadline will result in a zero on the Discussion. A grading rubric for discussion forums is available in the Appendix at the end of the syllabus.

Exams must be proctored and must be completed by the due date. Any exam not submitted by the deadline will result in a zero on the exam. Make-up exams will not be given unless the student has coordinated with the instructor prior to the exam. Any exam not proctored will result in a grade of zero.

Both the Midterm and Final Exams **MUST** be proctored. Any exam not proctored following instructor directions will result in a grade of zero. There are three ways to take a proctored exam:

- 1) Testing Center on NTCC Main Campus—This is the preferred method. Students may take a proctored exam at this location during regular Testing Center hours. It is the student's responsibility to make sure that he/she is aware of the Testing Center Hours of Operation and policies. The NTCC Testing Center is FREE! This option provides the best assurance that students are meeting the criteria for their exam to be proctored.
- 2) Testing Center at another educational institution—students not living in the Mt. Pleasant area may use another Testing Center if available, but it must be approved by the instructor in advance. Please note that some testing centers charge a fee to proctor an exam, and some centers require several days advance notice and an appointment. The student is responsible for checking on that prior to the exam. There are no extensions for missed exams due to Testing Center complications. Students will need to provide instructor with the name of the educational institution, the name of the person who will proctor the exam, the phone number of that person, and the business email for that person. This must be done AND approved at least three days in advance of the exam. It is the student's responsibility to make sure that he/she is aware of the testing center hours of operation and policies for the testing center.
- 3) Students may use a private TEAMS channel created by the instructor to take their proctored exam. Students are required to have access to a computer with high-speed internet, a microphone, a webcam, and appropriate system rights to download any necessary software. It is the responsibility of the student to make sure that TEAMS and/or any related hardware/software work properly in advance of the test date. Failure to have technology that works correctly does not constitute an extension for the exam, which will result in a zero on the exam. Unless students follow the instructor's directions precisely, this option may not provide a properly proctored exam and may result in a zero on the exam. Students are highly discouraged from using this method for testing due to the high percentage of students who do not produce and post a proper recording of their exam session, which results in a zero on their exam. It is an option, though, for students who cannot find any way to go to the testing center for their exam. Be aware, though, use this method with caution!! Failure to produce and post a proper recording of the exam session by the due date will result in a zero on the exam. Instructor's directions for using TEAMS will be posted as an announcement on Blackboard prior to the exam.

Required Instructional Materials:

Good news: your textbook for this class is available for free online, in web view and PDF format! You can also purchase a print version, if you prefer, via the campus bookstore or from OpenStax on Amazon.com. The free PDF format is available in your Blackboard course.

You can use whichever format you want. Web view is recommended -- the responsive design works seamlessly on any device. If you buy it on Amazon, make sure you use the link on your book page on openstax.org so you get the official OpenStax print version. (Simple printouts sold by third parties on Amazon are not verifiable and not as high-quality.)

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Inclusive Access Course: A discounted fee is added to your student account to cover the cost of the required course material. You will access it through Blackboard on the first-class day.

Publisher: OpenStax

ISBN Number: Print: ISBN-10: 1-938168-38-0 or ISBN-13: 978-1-938168-38-3
Digital: ISBN-10: 1-947172-12-3 or ISBN-13: 978-1-947172-12-8

Optional Instructional Materials:

Print copy of the textbook is highly recommended. Research indicates that students learn more and retain it longer from hard copy text.

Minimum Technology Requirements:

A scientific calculator is required. TI-83/84 is preferred. A free online TI-83 will be available in Blackboard for PCs.

Below are some technical requirements for using Blackboard that will help your experience in this course.

You will see the NTCC Tech Support email address and phone number below. Please contact them if you run into any technical problems during the semester. Please let your instructor know you are having difficulties as well.

If you need further NTCC technical support services, please contact Austin Baker or Mary Lou Pemberton at:
abaker@ntcc.edu or 903-434-8279
mpemberton@ntcc.edu or 903-434-8270

Blackboard will work on both a Mac and a PC. (Chrome Books are known to have issues with Blackboard.) It is best to access Blackboard through Fire-Fox or Chrome as your web browser. If you have trouble with any of the activities working properly, you might change your web browser as your first solution. The Default Browser in Windows 10 is Edge. This browser does not do well with Blackboard! If you go to Windows Accessories, you will find Internet Explorer still on your computer but is not your default browser. If you have any difficulties navigating with Edge, close it and go to Internet Explorer.

To use TEAMS, you must have access to a computer with high-speed internet, a microphone, a Webcam, and appropriate systems rights to download any necessary software. Please note, the college does not provide this equipment.

You can download Blackboard Student for your smart phone from the Play store or the App store.

More information is available for Technology Requirements and Support under the Student Resources – Technical Support Tab in Blackboard.

Required Computer Literacy Skills:

As an online student you will have a much different "classroom" experience than a traditional student. To ensure that you are fully prepared for your online part of the course, following is a list of expectations and requirements: Students in a hybrid and/or on-line program should be comfortable with and possess the following skill sets:

1. Self-discipline
2. Problem solving skills.
3. Critical thinking skills
4. Enjoy communication in the written word.

As part of your online experience, you can expect to utilize a variety of technology mediums as part of your curriculum:

1. Communicate via email including sending attachments.
2. Navigate the World Wide Web using a Web browser such as Internet Explorer
3. Use office applications such as Microsoft Office (or similar) to create documents.
4. Be willing to learn how to communicate using a discussion board and upload assignments to a classroom Web site.
5. Be comfortable uploading and downloading saved files.
6. Have easy access to the Internet.
7. Navigate Blackboard, including using the email component within Blackboard. Instructions and tutorials for this are provided in your course.

For more information or technical assistance on using the Learning Management System, please refer to the Home Page, Start Here/Orientation Module, in the important technical requirement, information and support folder in Blackboard.

Course Structure and Overview:

This is a sixteen-week completely online course where students are required to access graded activities on the Blackboard Learning Management System. The course is comprised of a series of online Blackboard engagement opportunities from the Lumen OHM platform. These assignments include discussion forums, online assignments, module quizzes, Midterm Exam, and Final Exam. A typical class involves general participation by all members in discussions regarding mathematical principles and procedures being studied. Students are required to complete online homework, as well as other assignments. It is particularly important for students to keep up with course materials and assignments. Students are expected to watch instructional videos, read course textbooks, and complete online assignments located in the Learning Management System, Blackboard by due dates.

Communications:

Emails and phone messages will typically be responded to within 24 hours. If you do not receive a response within 24 hours, then the email or phone message was not received. Please send messages to instructor email, krussell@ntcc.edu, instead of using the Blackboard messaging system. Blackboard messages are not received as quickly. Students are expected to abide by Netiquette rules when communicating online. See the Netiquette rules on Blackboard in the Start Course Here folder.

The college's official means of communication is via your campus email address. I will use your campus email address and Blackboard to communicate with you outside of class. Make sure you keep your campus email clean and below the limit so you can receive important messages.

Institutional/Course Policy:

Lumen Late Passes will be accepted for Homework and Quiz assignments only. Exams and Discussions will not be accepted late. Students are always expected to be respectful toward classmates and professor! Review Student Conduct in the Student Handbook. It is the student's responsibility to check Blackboard and email for important information/announcements regarding the course. Students should be working on course material via Blackboard daily. Do not wait until the last minute to complete and submit assignments in case of technology issues. Technology issues are not an excuse for late submissions. All work should be completed well ahead of the deadline so that if a technology problem arises, there is ample time to resolve it before the deadline for the assignment.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements:

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

Statement Regarding the Use of Artificial Intelligence (AI) Technology:

Employees and students shall be permitted to explore artificial intelligence (AI) and implement its use in and out of the classroom in accordance with policy and administrative regulations. The use of AI shall only be as a support tool to enhance student outcomes or as necessary to engage in research and shall never take the place of faculty, staff, and student decision-making. Any use of AI must comply with law, policy, and administrative regulations relating to student and employee privacy and data security. A student shall only use AI tools with faculty permission and shall be expected to produce original work and properly credit sources, including AI tools used in creating the work.

Example:

APA (7th edition)

OpenAI. (2026). ChatGPT (March 25 version) [Large language model]. <https://chat.openai.com/>

MLA (9th edition)

OpenAI. ChatGPT. 25 Mar. 2026, <https://chat.openai.com/>.

Employees or students who use AI tools to deceptively harm, bully, or harass others shall be disciplined in accordance with policy. [See DH, DIA series, FFD series, FFE, FLB, and the FM series] AI Use by Employees and Students. Northeast Texas Community College 225500 TECHNOLOGY RESOURCES CRB ARTIFICIAL INTELLIGENCE (LOCAL) DATE ISSUED: 12/8/2025 1 of 1 UPDATE 50 CRB(LOCAL)-AJC Adopted: 12/16/2025

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodation for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to request accommodation. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Schedule:

Math 1314.088 Course Schedule Fall 2026

Tentative Course Timeline (*note* instructor reserves the right to make adjustments to this timeline at any point in the term):

Week	Math 1314 Fall 2026 Topics & Assignments	Due Dates
Week 1	Become familiar with Blackboard Watch Welcome Video Register with Lumen Ohm using Inclusive Access Complete Syllabus Acknowledgement Agreement Complete Discussion #1: Introductions Module 1: Algebra Essentials Review textbook section material Complete assigned online HW problems and Quiz Module 1 Sections 1.2, 1.3, and Quiz	 8/30/26 8/30/26 8/30/26
Week 2	Module 2: Polynomial & Rational Expressions Review textbook section material Complete assigned online HW problems Module 2 Sections 1.4, 1.5, 1.6, and Quiz	 9/6/26
Week 3	Module 3: Equations & Inequalities Review textbook section material Complete assigned online HW problems and Quiz Module 3 Sections 2.1, 2.2, and Quiz	 9/13/26
Week 4	Module 4: Equations & Inequalities Review textbook section material Complete assigned online HW problems and Quiz Module 4 Sections 2.5, 2.6, 2.7, and Quiz	 9/20/26
Week 5	Modules 5: Function Basics Review textbook section material Complete assigned online HW problems and Quiz Module 5 Sections 3.1, 3.2, 3.3, and Quiz	 9/27/26
Week 6	Modules 6: Algebraic Operations on Functions Review textbook section material Complete assigned online HW problems and Quiz Module 6 Sections 3.4, 3.5, 3.7, and Quiz	 10/4/26

Week 7	Modules 7: Linear Functions Review textbook section material Complete assigned online HW problems and Quiz Module 7 Sections 4.1a, 4.1b, 4.2, Quiz, and Properties of Functions SLO	10/11/26
Week 8	Complete & review all assignments to help prepare for Midterm Exam: Modules 1 - 7 Midterm Exam Review Complete Discussion #2 Complete Midterm Exam due by 10/19/26	10/18/26 10/18/26 10/18/26 10/19/26
Week 9	Module 8: Quadratic Functions Review textbook section material Complete assigned online HW problems and Quiz Module 8 Sections 2.4, 5.1a, 5.1b, Quiz, and Graphing SLO	10/25/26
Week 10	Module 9: Polynomial Functions Review textbook section material Complete assigned online HW problems and Quiz Module 9 Sections 5.2, 5.3, 5.4, 5.5, Quiz, and Roots of Polynomials SLO	11/1/26
Week 11	Module 11: Exponential and Logarithmic Functions Review textbook section material Complete assigned online HW problems and Quiz Module 11 Sections 6.1-6.2, 6.3, 6.4, and Quiz	11/8/26
Week 12	Module 12: Exponential and Logarithmic Equations Review textbook section material Complete assigned online HW problems and Quiz Module 12 Sections 6.5, 6.6, and Quiz Last Day to Withdraw with a "W"	11/15/26 11/17/26
Week 13	Module 14: Solve Systems with Matrices Review textbook section material Complete assigned online HW problems and Quiz Module 14 Sections 7.5, 7.6, and Quiz	11/22/26
Week 14	Begin Reviewing for Final Exam Begin work on Discussion #3 Complete assigned online HW problems Solving Various Equations SLO and Solving Systems with Matrices SLO	11/29/26
Week 15	Complete & review all assignments to help prepare for Final Exam: Modules 8 - 14 Complete Discussion #3: Final Discussion	12/6/26 12/6/26

	Complete Final Exam Review Complete Final Exam due by 12/7/26	12/6/26 12/7/26
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Appendix:

Discussion Forum Math Rubric:

9 – 10: The student completes all important components of the task and communicates ideas clearly. The student demonstrates in-depth understanding of the relevant concepts and/or processes by explaining the procedure. The student will reply in detail to another post. Where appropriate, the student chooses more efficient and/or sophisticated processes. Where appropriate, the student offers insightful interpretations or extensions. (Generalizations, applications, analogies).

It is not enough to simply say that the video was helpful because they explained it well, or that they broke the topic down in detail, or that they used color to help explain the topic. Student MUST explain specific procedural steps of the topic that they learned from the video.

7 – 8: The student completes most important components of the task and communicates clearly. The student demonstrates understanding of major concepts even though she/he overlooks or misunderstands some less important ideas or details. The student replies with very little detail to another post.

5 – 6: The student completes some important components of the task and communicates those clearly. The student demonstrates that there are gaps in his/her conceptual understanding. The student does not reply to another post.

3 – 4: Student shows minimal understanding. Student unable to generate strategy or answer may display only recall effect. Answer lacks clear communication.

1 – 2: Answer may be totally incorrect or irrelevant.

0: Blank/no response