



Math 1314.991HY College Algebra Hybrid

Course Syllabus: Spring 2022

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

Instructor: Ana Martinez

Office: Online

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
		Online appointment	Online appointment			Professor Checks email after 5pm

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.

Video Recording of Course Activities

Certain portions of this course may be recorded via video conferencing software to assist students in course material review or later viewing by a student who was not able to attend the live session. The recordings will be made available only to students within the course and will cease to be available upon completion of the course. Students may not retain, reproduce, or share recordings.

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, permutations, combinations, and probability 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 and apply knowledge of properties of functions, including 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.

Core Curriculum Purpose and Objectives:

Through the core curriculum, students will gain a foundation of knowledge of human cultures and the

physical and natural world; develop principles of personal and social responsibility for living in a diverse world; and advance intellectual and practical skills that are essential for all learning.

Courses in the foundation area of mathematics focus on quantitative literacy in logic, patterns, and relationships. In addition, these courses involve the understanding of key mathematical concepts and the application of appropriate quantitative tools to everyday experience.

Program Student Learning Outcomes:

Critical Thinking Skills

CT.1 Students will demonstrate the ability to 1) analyze complex issues, 2) synthesize information, and 3) evaluate the logic, validity, and relevance of data.

Communication Skills

CS.1 Students will effectively develop, interpret and express ideas through written communication.

Empirical and Quantitative Skills

EQS.1 Students will manipulate numerical data or observable facts by organizing and converting relevant information into mathematical or empirical form.

EQS.2 Students will analyze numerical data or observable facts by processing information with correct calculations, explicit notations, and appropriate technology.

EQS.3 Students will draw informed conclusions from numerical data or observable facts that are accurate, complete, and relevant to the investigation.

Evaluation/Grading Policy:

Exams	50%	90 – 100	→ “A”
Daily/Homework	30%	80 – 89	→ “B”
Final Exam	20%	70 – 79	→ “C”
	-----	60 – 69	→ “D”
TOTAL	100%	Below 60	→ “F”

Assignments:

- All concept mastery assignments, homework assignments and quizzes will be found on MyMathLab, which is accessed through Blackboard.
- Due dates for all assignments and quizzes can be found on the calendar at the top of the MyMathLab course home page. Most homework and quiz assignments for Math 1314 will be due on Sundays at 11:59 p.m.
- Homework problems have an unlimited number of attempts. You may re-work the problem as many times as necessary to learn the concept and get the problem correct. However, be aware that the computer will generate a new problem for each attempt.
- Quiz assignments have a limit of three attempts.
- The last grade earned for each concept mastery, homework assignment, or quiz will be posted for the assignment’s final grade.
- There are no make-up assignments or quizzes. All assignments and quizzes must be submitted by the deadline.
- Any assignment or quiz not submitted will receive a grade of zero.

Exams:

- All exams are online on MyMathLab.
- Each exam will be available on MyMathLab at scheduled times. Please check Blackboard and your MyMathLab calendar for the dates.
- Due dates for all exams can be found on the calendar at the top of the MyMathLab course home page. Tentative due dates can also be found on Blackboard. You will need to scroll through the MyMathLab calendar to see all due dates.
- Only one attempt per question is allowed on exams and all work.
- All work must be shown in scratch paper and submitted at the end of each exam.
- Make-up exams will not be given unless the student has coordinated with the instructor prior to the exam. Any exam not submitted will receive a grade of zero.
- Final exam is comprehensive and make-up final exams will not be allowed.
- Lowest exam grade can be replaced with final exam.

Required Instructional Materials: MyMathLab for College Algebra, 7th Edition by Robert F. Blitzer is required. In an effort to save students money, your course materials are delivered through Inclusive Access. You have already paid for your course materials with your tuition and fees.

Optional Instructional Materials: The printed textbook, College Algebra, 7th Edition by Robert F. Blitzer (ISBN is 9780134469164) is optional and can be accessed through MyMathLab.

Minimum Technology Requirements:

Scientific Calculator with statistics functions is required. TI-83/84 is preferred.

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 will 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.

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 a hybrid student you will have a much different "classroom" experience than a traditional student. In order 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, Orientation Module, in the important technical requirement, information and support folder in Blackboard.

Course Structure and Overview:

This is a sixteen-week hybrid course where students are required to access graded activities on the Blackboard Learning Management System. 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 very important students keep up with course materials and assignments. Students are expected to watch instructional videos, read course textbook, and complete online assignments located in the Learning Management System, Blackboard by due dates.

Communications:

Emails will normally be responded to within 24 hours during the week and 48 hours on the weekend. Students are expected to abide by Netiquette rules when communicating online. See this link for details: [www. https://coursedesign.colostate.edu/obj/corerulesnet.html](https://coursedesign.colostate.edu/obj/corerulesnet.html).

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

Students are expected to check in to the class daily on Blackboard and MyMathLab to find the assignments and communications from the instructor. Students are also expected to check their email daily in case there is a communication from the instructor that needs a timely response.

Institutional/Course Policy:

No late work will be accepted without prior approval by the instructor. It is the student's responsibility to check Blackboard and MyMathLab for important information/announcements regarding the course. Students should be working on course material via Blackboard/MyMathLab every week. Do not wait until the last minute to complete and submit assignments in case of technology issues.

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.

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 accommodations 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 accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. 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 Timeline (*note* instructor reserves the right to make adjustments to this timeline at any point in the term):

Week	Dates	Topics	Due Dates Due by 11:59pm CST unless otherwise noted
1	Jan. 17 – Jan. 21	MLK Day, Syllabus Ch. 1: Equations and Inequalities Sections 1.1 and 1.2	1/23/2022
2	Jan. 24 – Jan. 28	Sections 1.4 and 1.5A	1/30/2022
3	Jan. 31 – Feb. 4	Sections 1.5B and 1.6A	2/6/2022
4	Feb. 7 – Feb. 11	Sections 1.6B and 1.7	2/13/2022
5	Feb. 14 – Feb. 18	Ch. 1 Review Exam 1 (Chapter 1)	2/18/2022
6	Feb. 21 – Feb. 25	Ch. 2: Functions & Graphs Sections 2.1, 2.2, 2.3	2/27/2022
7	Feb. 28 – Mar. 4	Sections 2.4, 2.5, 2.6	3/6/2022
8	Mar. 7 – Mar. 11	Sections 2.7, 2.8 Ch. 2 Review Exam 2 (Chapter 2)	3/11/2022
	Mar. 14 – Mar. 18	SPRING BREAK	
9	Mar. 21 – Mar. 25	Ch. 3: Polynomial and Rational Functions Sections 3.1, 3.2, 3.3,	3/27/2022
10	Mar. 28 – Apr. 1	Sections 3.4, 3.5 Ch. 3 Review Exam 3 (Chapter 3)	4/1/2022
11	Apr. 4 – Apr. 8	Ch. 5: Systems of Equations & Inequalities Sections 5.1, 5.2	4/10/2022
12	Apr. 11 – Apr. 15	Ch. 6: Matrices & Determinants Sections 6.1, 6.3	4/17/2022
13	Apr. 18 – Apr. 22	Ch. 4: Exponential & Logarithmic Functions Sections 4.1, 4.2	4/24/2022
14	Apr. 25 – Apr. 29	Ch. 4-6 Review Exam 4 (Chapters 4-6)	4/29/2022
15	May 2 – May 5	Final Exam Review	5/7/2022
16	May 6 – May 12	Cumulative FINAL EXAM (Online Proctored)	05/10/2022