



College Algebra – MATH 1314.991 HY

Course Syllabus: Spring 2023

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

Instructor: Amanda Ysasi

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
		6-7:20 by TEAMS				Email

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, 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: Students will complete assignments on Pearson's MyLab Math (MLM) program. There will be chapter exams and a comprehensive final exam. Exam 2 and a comprehensive Final Exam are required to be proctored. Proctored exams will be at the NTCC Testing Center. For Dual Credit students, a teacher or counselor will be able to proctor your exam.

If needed: Pearson Respondus on MyLab Math (MLM) charges a \$10 fee per exam to proctor online. The fee is paid using a credit card to Respondus prior to each exam. Students are required to have access to a computer with high-speed internet, a microphone, a webcam, and appropriate system rights to download and install the necessary software.

Homework via Pearson's MyLab Math (MLM) is graded as it is completed. The grade will automatically be transferred and updated in Blackboard within 30 minutes.

Assignments/Quizzes	30%
Exams	50%
Final Exam	20%

"A" 90-100%

"B" 80-89%

"C" 70-79%

"D" 60-69%

"F" Below 60%

Required Instructional Materials: Pearson's MyLab Math (MLM) purchased with Inclusive Access

Publisher: Pearson

ISBN Number: 9780136970613

Optional Instructional Materials: Hardcopy of textbook: College Algebra, 8th Edition by Robert F.

Blitzer (ISBN is 9780136970613) is optional and can be accessed through MyMathLab.

Minimum Technology Requirements: Graphing Calculator is required. TI-84 is preferred.

Required Computer Literacy Skills:

- 1) Communicate via email;
- 2) Saving and reloading saved files;
- 3) Navigate Blackboard to access posted materials and MyLab Math (MLM) assignments.

Course Structure and Overview:

This is a sixteen-week hybrid course where students are required to access lessons, notes, and assignments on MyLab Math (MLM) via the Blackboard. Students are required to watch all lesson videos, take notes, and complete online homework. It is very important for students to keep up with course materials, assignments, and due dates.

It is the student's responsibility to check Blackboard regularly for important information and 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.

Work will be needed for each assignment on MyLab Math (MLM) which will be turned in when requested. It is recommended to work the problems in a spiral notebook so they can be kept together..

Assignments:

- All homework assignments will be found on MyLab Math (MLM), which is accessed through Blackboard.
- Most homework assignments will be due on Mondays at 11:59 p.m.
- Homework problems have a limit of 3 attempts. You may re-work the problem up to 3 times to learn the concept and get the problem correct. However, be aware that the computer will generate a new problem for each attempt.
- The last grade earned for each homework assignment will be posted for the assignment's grade.
- All projects will be posted on Blackboard.
- There will be a penalty of 25% for each assignment or project that is turned in late.
- Any assignment not submitted will receive a grade of zero.

Exams, Mid-term and Final Exams:

- Each exam will be available on MyLab Math (MLM) 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 MyLab Math (MLM) course home page. Tentative due dates can also be found on this syllabus and on Blackboard. You will need to scroll through the MyLab Math (MLM) calendar to see all due dates.
- The following exams are **required to be proctored.**
 - The Exam 2 window is Week 8: 3/6/23 – 3/10/23
 - The Final Exam window is Week 16: 5/5/23 – 5/11/23
- Only one attempt per question is allowed on exams..
- 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.

IMPORTANT Proctoring Information: The Exam 2 and Final Exam are required to be proctored.

DUAL CREDIT STUDENTS: You will work with your high school counselor to determine who will proctor the exams.

NON-DUAL CREDIT STUDENTS: You will use the NTCC Testing Center, an instructor approved proctoring facility, or Pearson Respondus online proctoring (there is a fee of \$10 for this option). Please email me as soon as possible if you know you will be unable to come to NTCC during the Testing Center hours of operation.

Important Dates:

Spring Break – March 13-17, 2023

Last Day to Drop with “W” –Thursday April 20, 2023

Communications:

Emails will be responded to within 24 hours during the week and 48 hours on the weekend.

Note on instructor availability: To maintain a healthy work-life balance, I place reasonable limits on the times and days when I do work. Specifically, I do not typically check email or other messages between 8pm and 8am on weekdays, and I do not typically check these at all on weekends. If you send a message during my “off” hours, I will get to it as soon as I am back online. I encourage each of you, as well, to set similar limits on work for family, rest, and personal time.

The college’s official means of communication is via your campus email address. I will use your campus email and Blackboard 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. *Check your NTCC email regularly.*

SYNC Meetings:

There will be an optional meeting each week on Tuesdays at 6pm via Microsoft Teams. There will be a link in Blackboard. The meeting is the time that I will be available to you for questions and concerns. I will also go over projects, reviews, and exams. The meetings may be recorded and available for anyone unable to attend to watch the next day.

Dual Credit students: If you would like to schedule a time to meet with me to discuss questions during the school day, please email me to get that set up. I am usually available from 8-9:20am and 2-3:45pm.

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.

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.

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

Week	Date	Textbook Section
1	1/17/23-1/22/23	Syllabus, 1.1 and 1.2
2	1/23/23- 1/29/23	1.4 , 1.5A, and 1.5B
3	1/30/23 – 2/5/23	1.6A and 1.6B
4	2/6/23 – 2/12/23	1.7, Exam 1 Review (Ch. 1)
5	2/13/23 – 2/19/23	Exam 1 (Ch. 1), 2.1 and 2.2
6	2/20/23 – 2/26/23	2.3 and 2.4
7	2/27/23 – 3/5/23	2.6, 2.7, and 2.8
8	3/6/23 – 3/10/23	Exam 2 Review and Proctored Exam 2
9	3/20/23 – 3/26/23	3.1, 3.2, and 3.3
10	3/27/23 – 4/2/23	3.4 and 3.5, and Exam 3 Review (Ch. 3)
11	4/3/23 – 4/9/23	Exam 3, 5.1 and 5.2
12	4/10/23 – 4/16/23	6.1, 6.3 and 4.1
13	4/17/23 – 4/23/23	4.2, Exam 4-Review
14	4/24/23 – 4/30/23	Exam 4
15	5/1/23 – 5/7/23	Final Exam Review
16	5/8/23 – 5/11/23	Proctored Final Exam