South Plains College Department of Mathematic and Engineering
Math 0324/1324.001 Math for Business and Social Sciences (CoRec)
MTWR 9:00 – 10:45 AG 105
Fall 2018 Course Syllabus

Instructor: Mrs. Jennifer Bartlett
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Office Hours: Tuesdays & Thursdays 11:00-2:30
         Fridays 9:00-12:00
         Or by appointment

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Office Phone: 806-716-2735
Office Hours: MW 11am – 12pm
         TR 7:50am – 8:50am, 12:45pm – 1:45pm
         F   8am – 11am

Course Description: Background topics, which are necessary for a student to successfully complete Math 1324, will be covered with an emphasis on fractions, factoring polynomials, functions, exponents, and operating with radical expressions. This course is designed for Business, Economics, and Life and Social Science majors. It is a heavy application course, meaning the course is primarily word problems relating to the majors listed previously.

Student Learning Outcomes/Competencies:
Upon successful completion of this course students should be able to competently perform the following:
1. Demonstrate and apply knowledge of functions, including domain, range, composition, and inverses.
2. Understand polynomial, rational, radical, exponential, and logarithmic functions, and solve related equations and applications.
3. Use functions to model and understand interest, including annuities, sinking funds, and amortizations.
4. Solve systems of linear and non-linear equations, and apply them to solve problems.
5. Use matrix methods to solve systems of linear equations and linear programs.

Core Objectives:
This course satisfies the following Core Objectives:
- Apply elementary functions, including linear, quadratic, polynomial, rational, logarithmic, and exponential functions to solving real-world problems.
- Solve mathematics of finance problems, including the computation of interest, annuities, and amortization of loans.
- Apply basic matrix operations, including linear programming methods, to solve application problems.
- Demonstrate fundamental probability techniques and application of those techniques, including expected value, to solve problems.
- Apply matrix skills and probability analyses to model applications to solve real-world problems.

Course Materials:
- Textbook: *Mathematics with Applications in the Management, Natural, and Social Sciences*, 12th Edition by Lial, Hungerford, Holcomb, and Mullins, Pearson. (ISBN-13: 978-0-13-476762-8)   (ISBN-10: 0-13-476762-4)
        Textbook Options (all 3 options include access to the electronic version of the book)
        1. Purchase a new physical book that includes a per-paid web access code.
                         (physical book and e-book)
        2. Purchase a used book, then purchase the web access code directly from www.pearson.com/mylab .   (physical book and e-book)
        3. Do not purchase a physical book; only purchase the we access code directly from www.pearson.com/mylab .   (no physical book; only e-book)

        Note: No matter how you are going to pay for the access code, MyMathLab does allow a grace period/temporary access for about 14 days and just make sure to enter your access code before the grace period ends.
- Calculator: You are <u>required</u> to bring your calculator to EVERY class. You may use a graphing calculator on most homework, quizzes, and exams.   TI-83, TI-83+, TI-84+ are preferred, but many others are also acceptable. Cell phones and similar devices may NOT be used as calculators and no sharing of calculators is allowed. If you have any questions about your calculator check with the instructor immediately.
- You will need a 3-ring binder (1.5 inch), dividers, paper, graph paper, hole punch, stapler, textbook, pencils, and erasers.

Methods of Learning Assessment: Students will be continually assessed throughout the course via in-class group work, questioning, and board work. Other methods of assessment include:

- **Attendance:** Attendance and effort are crucial for success in this course. It is your responsibility to make sure that I have marked you present for each class. Class attendance may be taken at any time during the class period, so please do not arrive late or leave early. Leaving early and being tardy will be considered ½ absence. You may be dropped from this course with a grade of X or F if you are absent four consecutive days or if you accrue five absences for any reason throughout the semester. Absences are not classified as 'excused' or 'unexcused'. If you should incur an absence, please refer to your syllabus, contact the instructor, or contact another student to get the assignment completed BEFORE the next class. Late homework and makeup quizzes are not an option. The last day for student-initiated drops is Thursday, November 15th.

- **Homework:** Homework will be assigned at each class meeting. The homework is not a tool by which I torture you, but rather an opportunity for you to practice the skills presented in class which you will be responsible to demonstrate on a quiz the following class period. If you are interested in passing the class, you will need to do well on the quizzes. To do well on the quizzes, you will need to complete the homework. No late assignments will be accepted. Simply writing the problem and the answer is not "doing homework." Using a solutions manual or an app that shows you the steps, and copying them down is NOT "doing homework." Remember your effort is key to your success. You have to focus your effort on being able to complete the problems on a quiz/exam without any outside resources. There will be 2 types of homework in this class: written homework and online homework.

  Online Homework: The online homework will be on MyMathLab at www.pearson.com/mylab . Our course ID is groves90936. All homework will be due before class at 10:30am on the specified date. See the MyMathLab instructions below.

  Written Homework: You should show all work when doing written homework just like you will have to on the quizzes and exams. You are responsible for the following homework requirements. Any written homework that does not follow the homework requirements will be recorded as a grade of a zero.

  Written Homework Requirements:

  1) It must be turned in at the beginning of the class period. Late homework will not be accepted. Late is defined to be: anything turned in after the start of the class period.

  2) Homework must be written in pencil on white 8.5 x 11 inch paper. It must be neat and legible. We will be the judge as to what is neat. Just because you can read it doesn't mean that I can interpret it.

  4) If you have more than one page to turn in, the pages must be stapled together. Multiple pages that are not stapled or held together by a paperclip, folded corner, spit, gum, etc. will not be accepted and be recorded with a grade of zero. You must staple multiple pages together.

  5) Homework must be presented in an orderly manner with the problem running in a single column down the page.

  6) ALL WORK must be shown in order to receive credit for each problem.

  7) All final answers must be circled to receive credit. Any algebraic answer not circled or "boxed" in will not be graded. Pictures/graphs do not need to be circled or boxed.

  8) If you have an assignment where you have to graph something, the ENTIRE ASSIGNEMENT must be on graph paper.

  9) All assignments must be done in pencil.

- **Notebook:** You will be required to keep all class materials (notes, handouts, homework, quizzes, and exams) organized in a notebook (3-ring binder). These materials are subject to be turned in for grading at any time. Please make certain all materials accompany you to each class meeting. The notebook will have 4 dividers labeled the following: Notes, Homework, Quizzes, and Exams. You will keep the corresponding material under the matching divider.

- **Quizzes:** Short, in-class quizzes that will be given regularly will have problems selected from, or closely related to, your homework. Most, if not all, quizzes will be pop-quizzes so you will need to be prepared every class period. Students arriving late may be denied the chance to take a quiz, if there is one that day. Quizzes must be taken in pencil.

- **Exams:** Exams must be taken in pencil. The tentative exam dates are below on the Tentative Couse Calendar. There will be a total of 7 exams in this course. No notes/homework/textbooks will be allowed on ANY exam. All exams are expected to be completed in the allotted class time, no exceptions.

- **Final:** The comprehensive final will be given on Monday, December 10th from 8:00 – 10:00 as directed by the official South Plains College Schedule. No make-up final will be given. The final will cover all material covered in-class including the review material and chapters 2, 3, 4, 5, 6, and 7. All students are required to take the final exam. If a student does not take the final exam, they will fail the class, regardless of their average at the time.

- **Make-up:** Make-up work is given at the discretion of the instructor. NO make-up quizzes or tests are given without prior notification AND proper documentation. If you are absent from class, have given prior notification and proper documentation of your absence, you MUST make arrangements to take the quiz or exam BEFORE the next class period. Students who do not take quizzes or exams in-class, early or late, forfeit the right to attempt any extra credit on that quiz or exam.

Grading Policy:

		Grading Scale:	
Daily Work (HW, quizzes, notebook checks, labs)	15%	90-100%	A
Exams (7 total)	65%	80-89%	B
Comprehensive Final	20%	70-79%	C
		60-69%	D
		Below 60%	F

Grades will be posted on Blackboard during the semester usually after exams. If you make a grade of A, B, or C then that is the grade you will be awarded for both halves of the course. However, if you complete the course and make a grade of a D or F, then your graph for the 0324 course will be assessed at your instructor's discretion. If you pass MATH 0324 but do not pass the MATH 1324 portion, you will be able to register for MATH 1324 in future semesters.

Student Responsibilities and Expectations:

1. Come to class on time and prepared to learn. (Pencils, homework, notebook, calculator)
2. Read the syllabus.
3. Take notes, participate in class, and complete course assignments early enough to seek help if needed.
4. Food and drink are not allowed in class, with the exception of bottled water.
5. Cell phones and any other electronic devices must be silenced and put away before entering the classroom. Use of these devices during class will result in a zero for that day's quiz, homework, or exam.
6. Be courteous and respectful to your instructor and classmates at all times.
7. Use only pencil for all assignments.

Resources:

- We are your first and BEST resource for this class! Feel free to come by during our office hours or email us at jkbartlett@southplainscollege.edu or mgroves@southplainscollege.edu.
- Blackboard is the online course management system that will be used for this course. The course syllabus as well as any other class handouts can be accessed through Blackboard. Login at http://southplainscollege.blackboard.com . The user name and password should be the same as the MySPC and SPC email.
  - User name: first initial, last name, and last 4 digits of the Student ID
  - Password: Original Campus Connect Pin No. (found on SPC acceptance letter)
- Free tutoring is available in M116 on the Levelland campus. Hours for the tutors will be posted by the door of M116.
- Form study groups: Networking is an essential tool both in the classroom and in the workforce!
- Your book that you have already purchased (or have an electronic copy of through MML)
- MyMathLab has videos from the book under the Multimedia Tab
- Websites that contain helpful videos:
  patrickjmt.com
  khanacademy.com

Academic Integrity: Academic dishonesty will not be tolerated. You are expected to uphold the ideas of academic honesty. All work that is graded must be your own. This policy applies to all work attempted in this course. If this policy is violated the student will receive an F for the assignment and will be dropped with an F. For more details on what is considered cheating, see the South Plains College catalog. If you are caught cheating on any assignment, you will not be allowed to take another class with me in the future.

Religious Holy Days: In accordance with Section 51.911, Texas Education Code, South Plains College will allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within seven (7) calendar days after the absence. Students are required to file a written notification of absence with each instructor within the first fifteen (15) days of the semester in which the absence will occur. Forms for this purpose are available in the Student Services Office along with instructions and procedures. "Religious holy days" means a holy day observed by a religion whose place of worship is exempt from property taxation under Section 11.20, Tax Code. (copied from current South Plains College catalog)

Equal Opportunity: South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the context of a comprehensive community college setting. It is the policy of South Plains College to offer all educational and employment opportunities without regard to race, color, national origin, religion, gender, disability, or age.

Disability Statement: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Special Services Office at South Plains College early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Special Services Coordinator. You must also talk directly to your instructor to inform her of your requests. This conversation must happen within the first two weeks of classes.

Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at: http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php. Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

Sexual Misconduct Statement: As a faculty member, I am deeply invested in the well-being of each student I teach. I am here to assist you with your work in this course. If you come to me with other non-course-related concerns, I will do my best to help.

It is important for you to know that all faculty members are mandated reporters of any incidents of sexual misconduct. That means that I cannot keep information about sexual misconduct confidential if you share that information with me. Dr. Lynne Cleavinger, the Director of Health & Wellness, can advise you confidentially as can any counselor in the Health & Wellness Center. They can also help you access other resources on campus and in the local community. You can reach Dr. Cleavinger at 716-2563 or lcleavinger@southplainscollege.edu or go by the Health and Wellness Center. You can schedule an appointment with a counselor by calling 716-2529.

Disclaimer: *The instructor reserves the right to alter any class policies as deemed necessary by the instructor or South Plains College, and will announce any changes in class. If a student has any questions about a change in policy ask the instructor for clarification.*