

# NORTH CENTRAL TEXAS COLLEGE

## COURSE SYLLABUS

### COURSE AND INSTRUCTOR INFORMATION

**Course title:** College Algebra

**Course prefix, number, and section number:** MATH 1314 0340

**Semester/Year of course:** Fall 2023

**Semester start and end dates:** 8/28/2023 – 12/16/2023 (16-week session)

**Modality:** Asynchronous online

**Class meeting location, days, and times:** Online

**Support course (if needed):**

**Semester credit hours:** 3 (Lecture hours: 48)

**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.

**Course prerequisites:** Meet TSI college-readiness standard for College Algebra or equivalent

**Required course materials:**

Registration in the course gives you the access code to the online learning platform and e-book needed for MATH 1314 (MyLab Math). You do not need to purchase a separate access code. Instructions can be found in a separate document on the Course Homepage. (see \* Follett ACCESS below for more information)

Scientific calculator, TI-30X IIS is recommended

Graphing calculators and phone calculators will not be allowed on exams.

**Optional course materials:** College Algebra, Lial/Hornsby/Schneider/Daniels, 13<sup>th</sup> edition, Pearson, 2021

**Name of instructor:** Marla Owens

**Office location:** COR / 206

**Telephone number:** 940-498-6226

**E-mail address:** mowens@nctc.edu

**Students hours:** Tuesday/Thursday 9:00 - 11:00 am, 12:30- 2:00 pm, 4:30 - 5:00 pm

*OR Online/Virtual Available as needed by Appointment*

### STUDENT HOURS (OFFICE HOURS)

Each week instructors have time set aside to meet with students outside of class. (Traditionally these times have been called “office hours”.) This is a time when a student may ask questions regarding the class, or discuss a particular problem/topic with an instructor one-on-one. Student hours may be held in-person or online. See below for instructions on where/when/how instructors will offer student hours in this class.

All student hours are listed above on the Corinth Campus, or virtually according by appointment. Students are welcome to come by my office during those times listed above. Students are encouraged to send an email to verify the time and date, or to remind me that they are coming to my office. A brief explanation about the topic that the student is needing help with will help the instructor prepare for the meeting. All virtual student hours will be in Canvas on the Cisco Webex platform

### MATH TUTORING LAB

Students who need help with any math class can visit the NCTC Mathematics Lab to receive assistance. There are math tutors available on every campus and online. This service is free for all students enrolled in an NCTC math class. Sign up for an appointment or see the most current tutoring hours for all campuses at <https://www.nctc.edu/math-lab>.

### SYLLABUS CHANGE DISCLAIMER

The faculty member reserves the right to make changes to this published syllabus if it is in the best interest of the educational development of this class. Any such changes will be announced as soon as possible in person and/or writing.

### SUMMARY OF COURSE ASSIGNMENTS

#### **List of graded assignments:**

<u># of Graded Elements</u>	<u>Title of Graded Element</u>	<u>Percentage</u>
16	Attendance	5%
Approximately 60	Homework	10%
>10	Quizzes	15%
3	Tests	50%
1	Final Exam	20%

**Final grade scale: 90 – 100% = A; 80 – 89% = B; 70 – 79% = C; 60 – 69% = D; Below 60% = F**

\*The final exam is a departmental comprehensive algebra exam and must be taken by all students. The final exam may also be used to replace the lowest unit test grade.

**\*\*Homework and Quiz Assignments that are Online are in MyMathLab\*\***

**\*\* All Tests and Final Exam will be in person. \*\***

**Homework:** All homework assignments are to be completed on the computer using MyMathLab (MML). Homework is an important component in student success for this course. Homework reinforces the topics from each section. Homework assignments in MML will have unlimited number of attempts and the highest score will be recorded.

**Quizzes:** Quizzes are assigned using MyMathLab. Students will have **three** attempts for each online quiz. Some quizzes may have time limits. The highest score will be recorded.

**Tests:** Three tests will be given according to the tentative calendar. Tests will be taken in a PROCTORED environment. The tests will be given in person by the instructor. There will be one attempt, and a time limit. **There are no make-up tests.**

### **TENTATIVE TEST SCHEDULE**

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This schedule is tentative and will most likely change as the semester progresses. It is provided so that you have a general idea of the order and speed with which we will be covering the material.

Test 1	Week 4	September 22 by Noon
Test 2	Week 8	October 20 by Noon
Test 3	Week 14	December 1 by Noon
Final Exam	Week 16	December 13 by 5:00 pm

Late work policy: **Homework and quizzes may be worked past the original due date with a 30% penalty up until the test for that section. There is no need to ask the instructor to modify due dates because of this policy.**

#### **Final Exam:**

The final exam will be comprehensive and is required of all students. **The final exam will also be given in person, in the classroom.** The final exam will be administered on be completed before or on **December 13 by 5:00 pm.** **No exceptions. The final exam is comprehensive and must be taken by all students.** The final exam may also be used to replace the lowest test grade. **(Only if you missed 6 hours of class or less) No work will be excepted after the final exam.**

**SEE CANVAS FOR THE COMPLETE COURSE CALENDAR, OUTLINE, DETAILED DESCRIPTION OF GRADED WORK, AND OTHER RELATED MATERIAL.**

### **COURSE POLICIES**

#### **Academic Integrity Policy:**

Scholastic dishonesty shall include, but is not limited to cheating, plagiarism, academic falsification, intellectual property dishonesty, academic dishonesty facilitation, and collusion. The use of online math solvers with submitted work is considered academic dishonesty. Faculty members may document and bring charges against a student who is

engaged in or is suspected to be engaged in academic dishonesty. See Student Handbook, "Student Rights & Responsibilities: Student Code of Conduct ([FLB(LOCAL)])".

Consequences for academic dishonesty may include:

1. Zero on the assignment
2. Failing grade for the course

### **Attendance Policy:**

Regular attendance is expected and necessary for student success in this course. For more information on attendance regulations please see the 2022-2023 NCTC Catalog.

(<https://www.nctc.edu/catalog>; Click on 2022-2023 CATALOG and go to page 138 to see Attendance Regulations)

### **Withdrawal Policy**

A student may withdraw from a course on or after the official date of record. It is the student's responsibility to initiate and complete a Withdrawal Request Form.

**Last day to withdraw from a 16-week course with a "W" is: Monday, November 6, 2023**

**Student Learning Outcomes:** *At the successful completion of this course 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.

### **Core Objectives:**

- X Critical Thinking
- X Communication
- X Empirical and Quantitative
- Teamwork
- Personal Responsibility
- Social Responsibility

## **COLLEGE POLICIES**

### **STUDENT HANDBOOK**

Students are expected to follow all rules and regulations found in the Student Handbook.

To access Student Handbook go to NCTC homepage ([www.nctc.edu](http://www.nctc.edu)), scroll to bottom and click "Student Handbook".

**ADA STATEMENT**

NCTC will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations to afford equal educational opportunity. It is the student's responsibility to contact the Office for Students with Disabilities to arrange appropriate accommodations. See the OSD Syllabus Addendum.

**STUDENT SERVICES**

NCTC provides a multitude of services and resources to support students. See the Student Services Syllabus Addendum for a listing of those departments and links to their sites.

**\* Follett ACCESS**

Follett ACCESS is a partnership between the NCTC Bookstore and Pearson Education to provide the best learning resources on the first day of class. Students can gain access to Pearson's adaptive online platform with the latest version of the eBook at a discount. If students would like to purchase a physical copy of the textbook, they can order it through the bookstore.

Students who drop before the add/drop date will have their book fees credited back to their student account, and students who remain in the course will be charged a materials fee by the school to have continued access of the online platforms. If you remain enrolled in the course but wish to opt-out of access to the book please email the NCTC Bookstore within the first two weeks of class with your name and student number to [1263mgr@follett.com](mailto:1263mgr@follett.com).

**QUESTIONS, CONCERNS, or COMPLAINTS**

The student should contact the instructor to deal with any questions, concerns, or complaints specific to the class. If the student and faculty are not able to resolve the issue, the student may contact the chair or coordinator of the division. If the student remains unsatisfied, the student may proceed to contact the instructional dean.

**Name of Chair/Coordinator:** Ben Owens

**Office location:** Corinth 174

**Telephone number:** 940.498.6209

**E-mail address:** [bowens@nctc.edu](mailto:bowens@nctc.edu)

**Name of Instructional Dean:** Mary Martinson

**Office location:** Gainesville 1403

**Telephone number:** 940.668.7731 ext. 4377

**E-mail address:** [mmartinson@nctc.edu](mailto:mmartinson@nctc.edu)