

Math 139.01 Course Syllabus Spring 2022

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MyMathLab Website:	www.mymathlab.com
MyMathLab Course ID:	CourseID: laird55637 See "My Math Lab Information" instruction sheet in JetNet
Class Times:	Mondays and Wednesdays 1 – 2:50 pm
Office Hours:	JM 252: Mon/Wed 9 – 11 am Online: by appointment

Course Materials:

- MyMathLab Student Access: contains electronic textbook and electronic homework; access received via e-mail from BibliU
- MAT 139 Coursepack: contains course notes and worksheets; must be picked up at the JetStore JC bookstore
- Graphing Technology: Desmos (free online at Desmos.com) and/or graphing calculator such as TI-84 plus
- Computer to access My Math Lab and JetNet

Course Description: Algebraic functions, graphs and models are addressed. Emphasis is placed on the following function types: polynomial, exponential, logarithmic, rational and radical. In all topic areas, covered content includes simplifying expressions, solving equations, graphing using transformations, mathematical modeling and problem solving.

Math 139 Core Course Objectives:

All objectives refer to the following function types: polynomial, particularly cubic and higher order polynomials, exponential, logarithmic, rational, and radical. Students successfully completing Math 139 should be able to:

1. Functions: Identify functions, use function notation, compositions of functions, inverse functions, domain and range
2. Understand and use mathematical properties to simplify expressions
3. Use algebraic and graphical methods to solve equations
4. Graph functions using transformations of basic graphs; understand relationships between algebraic statement and graphical features of a function such as intercepts, asymptotes, and turning points
5. Use a combination of manual and technology-enabled methods to find, use, and interpret mathematical models for data

Math 139 General Education Outcomes: All courses at Jackson Community College address one or more of the institutionally defined General Education Outcomes (GEOs). Math 139 contributes to:

GEO 3: Demonstrate computational skills and mathematical reasoning

Course Requirements:

Learning the Material: There are three ways you can get the information and instruction you need in this class.

- 1. Class Sessions:** We meet for about two hours, twice a week and will use every moment of our time together to learn algebra! Class will typically consist of time to ask questions from previous material, time spent discussing the topics from the notes, and time to practice by doing problems from the classwork sheets. You will have the opportunity to interact with the instructor as well as with other students as we explore the content of the course together.
- 2. Electronic Textbook:** Your subscription to My Math Lab includes the electronic version of our textbook. Although the course is organized around the coursepack, you may want to use the text to read about and reinforce what we do in class, to get additional background, to see more worked examples, or to find extra practice problems.
- 3. Video Lectures:** These are lectures I have pre-made for each section; they were not done for a live group of students and are therefore a bit less dynamic than actual class sessions. They also don't include any work on classwork assignments. There are a couple of reasons you may want to use these videos, however. The first is to get lectures to cover the sections of the coursepack listed as 'On Your Own' in the course calendar, or to finish sections we don't quite get done in class. The second is in a situation where you cannot come to class due to illness or other emergency – these videos will help you keep up with the course. You can access these videos via my YouTube playlist; the link is posted in our JetNet course.

Practicing the Material: You've probably heard the phrase "practice makes perfect", and though perfection isn't required, it is certainly true in math that practice is essential to your learning and understanding the material! There are two sources of practice in this class, both of which contribute to your final grade in the course.

1. My Math Lab Homework:

- These assignments must be done on a computer with internet access using MyMathLab (<http://www.mymathlab.com>).
- Homework will be due as posted in the course calendar and in My Math Lab. Late homework will be penalized at the rate of 25% until the end of the unit. Once a unit ends, homework for that unit can no longer be done for credit.
- You have an unlimited number of tries to do the homework before you submit it (up until the due date). So do them until they are right and you will have full credit!
- If you cannot figure out a problem, try the various help features in My Math Lab. Note that one of these allows you to send the problem to me using the "Ask My Instructor" feature – if you do this, I will either answer you directly or else work the problem during our next class session.

2. Classwork:

- The classwork assignments are part of your coursepack. You will have the opportunity to work on some classwork during class sessions. In some cases, credit will be applied for the work done in class. At other times you will be asked to formally hand in the classwork.
- Classwork must be submitted by the end of class on the stated due date, and will not be accepted late. If you must miss a class session, you are still responsible for handing in your

assignment(s) on time. In this situation, you can submit the work by scanning it to create a pdf and then uploading the pdf in JetNet. (Complete instructions available in JetNet.)

- Note that only assignments handed in on paper during class, or submitted in JetNet by the due date, will be accepted and graded. Please do not e-mail your assignments to me.

Demonstrating Mastery of the Material: Ultimately, you need to show that you have learned the course content! This is done via assessments. All assessments are pencil-paper tests taken during a class session. The tests are closed book, with the exception of a list of formulas supplied by the instructor. Tests may not be made up, except in well-documented circumstances with prior permission from the instructor. If you must miss a test day, you need to notify the instructor in advance in order to arrange a time to take the test. Once tests are returned, no make-up tests are possible.

- Test 1 covers the material from Unit 1
- Midterm Exam covers material from Units 1 and 2
- Test 3 covers the material from Unit 3
- Final Exam covers material from the entire course

Grading Information:

A 2.0 or "C" is a passing grade. Only courses with passing grades count toward graduation. Other colleges transfer in only courses with passing grades. Many financial aid sources, including most employers, require passing grades. Additionally, earning less than a 2.0 in a class results in being unable to participate in the next level of courses in a discipline which requires this course as a pre-requisite. Registering for the next course sequence without passing the pre-requisite course may result in you being dropped from that class.

<u>Grading Scale:</u>		<u>Grading Policy:</u>
90 -100%	4.0	
85 - 89%	3.5	My Math Lab Homework: 15%
80 - 84%	3.0	Worksheets: 15%
75 - 79%	2.5	Test 1: 15%
70 - 75%	2.0	Midterm: 20%
65 - 69%	1.5	Test 3: 15%
60 - 64%	1.0	Final Exam: 20%
50 - 59%	0.5	
0-49%	0.0	

Throughout the course, your grades will be stored in your JetNet Gradebook.

Communication:

There are a number of different communication modes you should be aware of:

- Outside of class, my primary form of individual communication with you will be your Jackson College e-mail. You should check your JC e-mail at least once a day.
- You can communicate with me via my JC e-mail as well (lairdkristik@jccmi.edu). On business days if you send me an e-mail before 3 pm you will normally hear back from me the same day; e-mails received after that time will be answered no later than the following business day.
- You will also receive personalized feedback from me on graded assignments. Please get in the habit of going over returned work carefully – you can learn a lot from a mistake if you take the time to understand the correction!
- Finally, if you would like to have a real-time conversation with me, please don't hesitate to let me know. We can accomplish this in whatever way works best for you:
 - You are welcome to drop in during my office hours in JM 252 – no appointment needed!
 - I also have some online office hours. The Zoom link for those can be found in JetNet.
 - Finally, we can set up an individual phone call or Zoom session – just let me know some days/times when you are available and I will set it up from there.

Class Policies:

Attendance Policy: Class attendance is very important. While there is no direct attendance grade keep in mind:

- Class sessions will help you focus on the most important course material as well as give you the opportunity to ask questions and get clarification of challenging problems and the chance to work with other students on problem solving.
- Missing class can impact your grade: Homework and worksheets are due whether you are in class or not. Worksheets are not accepted late.
- You are responsible for any material missed if you are not in class.
- For the well-being of others, please do not attend class if you are sick. Remember that you do have access to video lectures and a place to submit work in JetNet in case of illness or emergency. I also encourage you to reach out to me via e-mail in this situation so we can work together to be sure you stay on track.
- As per college policy, I will be monitoring active participation in class. I define active participation as the submission of assigned work in the course (classwork, homework, quizzes, tests).
- If you fail to participate in the course for a period of one week or more, meaning you have not turned in any of the material due that week, you will be dropped from the class. If you have an emergency situation that prevents you from participating, be sure to notify me so that we can work out arrangements and you are not dropped from the class.

Important Dates: Be sure to check out the JC Academic Calendar for important dates such as holidays with no classes, last day to withdraw, etc.

Extra Credit Policy: There will be no opportunities for extra credit. Your grade is based on your performance in class, not on extras. This is a mathematics department policy.

Incompletes Policy: (Excerpt from JC Policy) "A student may request an incomplete from the instructor. The incomplete will be granted only if the student can provide documentation that his or her work up to that point is sufficient in quality, but lacking in quantity, due to circumstances beyond the student's control. Furthermore, a written plan for making up the missing work within one semester must be completed by the student. Final determination of whether an incomplete will be given is the instructor's decision."

Academic Honesty Policy: Items assigned to you as an individual must be done by you - reflecting your own thought processes, not that of someone else. If I suspect you of academic dishonesty, I will follow JC's Academic Honesty Policy and take appropriate action up to and including assigning a failing grade for the paper, project, report, exam, or the course itself (whichever I deem necessary).

Classroom Behavior Policy: *"We know what a person thinks not when he tells us what he thinks, but by his actions."* - Issac B. Singer

1. Be Responsible: for your work, for your learning, for your behavior in class, etc.

The online homework and worksheets are going to require great levels responsibility on your part. You will need to stay on top of your schedule and your life to make sure that all coursework is done in a timely fashion.

2. Be Respectful: of other students, of the instructor, of the material, of yourself

Give your best effort. Remember that when you help someone else, you are learning material better yourself. Recognize that while grades matter, learning is actually more important than grades.

Academic Integrity: This is something we all need to take very seriously. It is easy to convince yourself that you are doing the work when you are actually simply relying on something that is supposedly helping you, but in reality is keeping you from learning. The biggest culprits in this are:

- Over-reliance on help features; the 'View an Example' feature in My Math Lab is a prime example. If you are going through and doing all your homework by clicking on the example for every problem before trying to figure it out yourself, you are not engaging your brain in the learning process and you won't be able to do the problems when test time rolls around. Use this a last resort, not as the first thing you try!
- Working together with other students: This is encouraged during the learning process, but remember that simply copying someone else's work rather than engaging in the productive struggle that is problem solving will not help you grow mathematically. Be sure you are contributing to group problem solving efforts.
- Online homework 'helpers' – which are really the opposite of helpful. If you have made use of various systems in the past (Chegg, WolframAlpha, etc.) this is the time to STOP. These do absolutely nothing to help you really practice and learn and are very harmful, because they

become a crutch. When that crutch is removed during testing, it leads to test anxiety and poor test performance.

- One last note about online 'help' sources. Using any of these during a test is cheating. It is often quite obvious to me when a problem has been done by one of these homework help systems – I have seen them many times, and recognize them. Any student found to have used a help source on a test will be given a zero for the entire test (first offense) or a failing a grade for the course (second offense).

All of this is not to say that help isn't available to you during this course. It absolutely is! Read on....

Where to Get Help...

Office Hours: Please come to in-person or virtual office hours, or set up a time for a meeting with me if you need questions answered. We can meet by phone or by Zoom to address any questions or concerns. The most important thing is to ask for help as soon as you think you need it – don't wait until problems become large!

Center for Student Success: The Center for Student Success has free tutoring available for students enrolled in Math 139. You can get help with worksheets, MyMathLab homework, preparing for exams and more. Find out about on-campus and online tutoring opportunities at <https://www.jccmi.edu/center-for-student-success/tutoring-center/>

MyMathLab: There are videos, extra problems, sample exams, lecture notes, PowerPoint lectures and more available in MyMathLab. It's a great resource! In particular, the **Study Plan** in MyMathLab can help with studying for exams as it gives you unlimited extra problems to do for practice.

Each Other: Get a regular study group. Write down names and numbers of your peers and call on each other when needed!
