Syllabus for Math 30 – College Algebra – Eureka Campus

Semester & Year	Fall 2017	
Course ID and Section #	Math 30 ~ Section E3165	
Instructor's Name	Amber Buntin	
Day/Time	Mon/Wed/Fri 1:15-2:30pm	
Location	SC 204	
Number of Credits/Units	4 units	
Contact Information	*Office location*	SC 216K
	Office hours	BY APPT (email me)
	Phone number	707-476-4207
	Email address	Amber-Buntin@redwoods.edu Include "**Math 30**" in the email subject line
Textbook Information	*Title & Edition*	*Algebra and Trigonometry (7th edition preferred)*
	Author	Sullivan
	ISBN	7th Ed: 0131430734 OR 8th Ed: 0132329034

Course Description

As stated in CR's catalog: College level course in algebra for majors in science, technology, engineering, and mathematics: polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; analytic geometry.
Note: Graphing calculator required, TI-83 or 84 recommended.
Prerequisite: MATH 120 or MATH 194 with a grade of "C" or better (or equivalent), or appropriate score on the math placement exam.

Student Learning Outcomes

1. Analyze and investigate functions and equations both graphically and algebraically to include rational, linear, polynomial, radical, absolute value, exponential, and logarithmic.
2. Solve equations, systems of equations, and inequalities containing rational, linear, polynomial, radical, absolute value, exponential, and logarithmic relations.
3. Apply techniques for finding zeros of polynomials and roots of equations.
4. Apply functions and other algebraic techniques to model real world STEM applications.
5. Define a sequence as a function of the natural numbers and apply appropriate formulas to find sums of finite and infinite series.

Special Accommodations

College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will be made. If you have a disability or believe you might benefit from disability related services and may need accommodations, please see me or contact Disabled Students Programs and Services. Students may make requests for alternative media by contacting DSPS at 707-476-4280.

Academic Support

Academic support is available at Counseling and Advising and includes academic advising and educational planning, Academic Support Center for tutoring and proctored tests, and Extended Opportunity Programs & Services, for eligible students, with advising, assistance, tutoring, and more.

Academic Honesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at: http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services, and scroll to AP 5500. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods website.

Disruptive Classroom Behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process a disruptive student may be temporarily removed from class. In addition, he or she may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at: http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services and scroll to AP 5500.
Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods website.

Emergency Procedures for the Eureka campus:

Please review the campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). The Eureka **campus emergency map** is available at: (http://www.redwoods.edu/aboutcr/Eureka-Map; choose the evacuation map option). For more information on Public Safety, go to http://www.redwoods.edu/publicsafety. In an emergency that requires an evacuation of the building:

- Be aware of all marked exits from your area and building.
- Once outside, move to the nearest evacuation point outside your building:
- Keep streets and walkways clear for emergency vehicles and personnel.
- Do not leave campus, unless it has been deemed safe by the Incident Commander or campus authorities. (CR's lower parking lot and Tompkins Hill Rd are within the Tsunami Zone.)

RAVE – College of the Redwoods has implemented an emergency alert system. In the event of an emergency on campus you can receive an alert through your personal email and/or phones at your home, office, and cell. Registration is necessary in order to receive emergency alerts. Please go to https://www.GetRave.com/login/Redwoods and use the "Register" button on the top right portion of the registration page to create an account. During the registration process you can elect to add additional information, such as office phone, home phone, cell phone, and personal email. Please use your CR email address as your primary Registration Email. Your CR email address ends with "redwoods.edu." Please contact Public Safety at 707-476-4112 or security@redwoods.edu if you have any questions.

College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.

Math 30 ~ College Algebra

Mon/Wed/Fri – 1:15pm - 2:30pm – SC 204 (Course number 043165)

Instructor Contact Info

Amber Buntin, Assistant Professor, Department of Mathematics

Email: *amber-buntin@redwoods.edu* **Canvas message** is the preferred way to contact me!

Phone: *707-476-4207*

Office hours (SC 216K): BY APPOINTMENT (email or canvas message me)

Math Lab Open Hours (Located in the back of LRC): M-Th 10am-6pm, **Fri** 10am-2:30pm

My Math Lab Hours: Tues/Thurs 12-1:30pm

Note: You must be **signed up** to utilize the math lab (there is a FREE option)

Classroom Environment and Attendance

It is essential to our class that both the students and teacher behave in a manner that will provide a comfortable learning atmosphere. Be respectful to one another. You should not hesitate to ask questions nor feel embarrassed to ask for help.

Class time is valuable, and while sometimes we will work on in-class activities, I ask that you DO NOT complete homework in class so that you do not fall behind the current material being taught.

You are expected to arrive on time and to leave upon dismissal. Arriving late or leaving before class is dismissed is disruptive and disrespectful to your fellow students as well as your teacher. Please be prepared with your headphones put away and cell phones SILENCED. If you have a job where you must have a radio/walkie (such as an emergency responder), or your phone on, please let me know right away!

If you must miss a day, please **check with a classmate and/or Canvas** to see what you missed. Also, try to hand assignments in early so they are not considered late!

Grades

Homework	**10%**
Activities	**10%**
Quizzes	**10%**
Exams	**45%**
Final Exam	**25%**

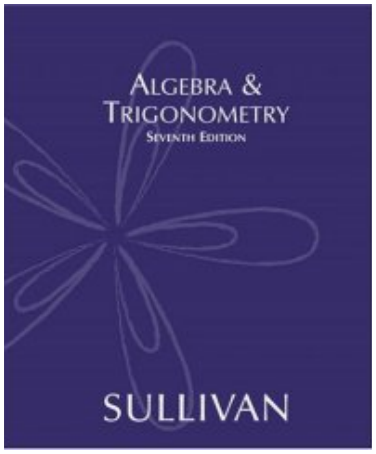
93-100%	A
90-92%	A-
88-89%	B+
83-87%	B
80-82%	B-
78-79%	C+
70-77%	C
0-69%	D-F

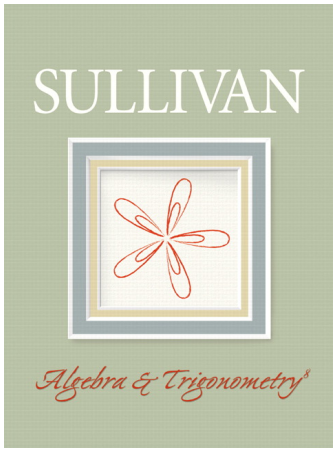
*** Final grade is at the professional discretion of the instructor ***

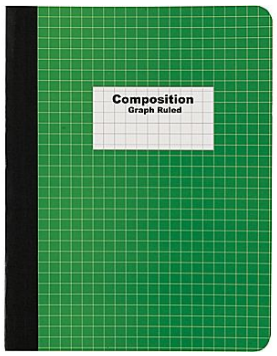
Required Materials

Textbook: *Algebra and Trigonometry*
Author: Sullivan, published by Prentice Hall

7th Edition ISBN #0131430734 **8th Edition ISBN #0132329034**







- I will be using the 7th edition, as that is what most students will be using.
- The 8th edition will work, but problem/page numbers will vary.
- There are a LIMITED number of 7th edition textbooks available for check out for the semester at the library. There are also books on 2 hour reserve at the library.
- Order your **textbook online for very cheap** on amazon etc. If you are going to order online, I suggest you do so ASAP since there's HW due right away.

Supplies: A graphing calculator is **required** (TI-83+ or TI-84 recommended) and available to rent from the library for $15 per semester (see Betsy Buchanan in the back of the LRC in the Math Lab), a composition notebook (used as reference book), pencils and erasers, a **binder and notebook paper to complete homework**, ruler or straightedge and graph paper. Access to a computer with internet and printing capabilities is also a requirement.

Reference Book

You will keep a reference book that will contain important information you have learned throughout the semester such as definitions, formulas, and examples. This book is **not a book for you to write all your notes in**. It is for you filter through your class notes and to **re-write up** important information/tips/notes to yourself and important concepts. Some students already write their in-class notes VERY nice and neat and I will accept this as your compbook, **but you must get my approval.** I will collect your reference book during exams and grade them as a homework (see **Reference Book Guidelines** page for more info).

Homework

Homework problems will be assigned nearly each lecture period, and are handed in on the announced due date (typically the next class period) at the beginning of class. We will have about 5-10 minutes reserved for homework questions each class. You are encouraged to work collaboratively on your homework but be sure to NOT COPY and check answers to ODD numbered problems in the back of the textbook. Please see "Homework Guidelines" for further details about HW expectations.

Assignments are worth **5 points each** and graded according to the following **rubric**:

	5 pts - Exceptional Work	4 pts - Good Work	2-3 pts - Needs Improvement	1 pt - Unsatisfactory
Homework Labeled	Homework is labeled properly.	Homework is not quite labeled properly.	Homework not labeled properly.	
Neatness	Work is very nice and neat, proper math notation is used and follows the homework guidelines	Work is fairly neat, organized and easy to read. Mostly uses proper math notation.	Work is somewhat neat, organized and easy to read. Some errors in math notation.	Homework is not acceptable. Work is disorganized and difficult to read.
Work Shown	Work is shown in great detail in problem solutions.	Work is shown in problem solutions.	Several steps are missing in solutions.	Work is not shown.
Accuracy	There are no visible math errors.	There are at most 1-2 mathematical errors	There are many mathematical errors.	Excessive errors.
Completion	All HW problems are completed.	At most 1 problem is not attempted.	At most 2 problems were not attempted.	Several problems were not attempted.
Graphing (when applicable)	Graph paper and a ruler are used and axes are scaled and labeled properly. Printed graphs are exceptional.	Graph paper and a ruler are used for graphs, but axes may not be scaled or labeled properly.	Graph paper is used, but axes are not scaled or labeled properly.	Work was completed in pen, didn't use graph paper and doesn't follow the homework guidelines.

Homework con't

At the end of the semester, your **two** lowest homework scores will be dropped from your grade. Due to this, **I will not accept late work unless one of your three late work passes is attached.** Late passes can be used if you are sick, or there is an unexpected emergency etc. It is your responsibility to ensure that you get your HW turned in on time; if you know you will be missing class, you should turn your HW in **before** the due date, send it with a friend to class, or hand it in to the Mathematics dropbox in the hallway of the 2nd floor of the Science Building **before** class time on the due date. **If you use this option, be sure to put MY NAME on it at the top and email me to let me know you dropped homework.**

Exam corrections will be due after each exam is returned (if time allows) and are graded as a homework assignment and do not improve actual exam score.

Canvas

Our course canvas page will be updated regularly and will contain a variety of items such as: course announcements, class documents, assignments, review resources and much more. Be sure to turn on your notifications if you'd like to be notified about things like new announcements, changes to assignment due dates etc. **You will be expected to check canvas regularly and be aware of announcements made.**

Link to Canvas: https://redwoods.instructure.com/

Quizzes

There will be an in-class OR take-home quiz each week there is not an exam. In-class quizzes will be announced at least one class period in advance. For take-home quizzes, you may use your composition notebook, notes and textbook. You **MAY NOT** work with other students in class or get help at the math lab, the LIGHT center or from a tutor. All work shown on quizzes should be your own and should follow the HW guidelines. If I even suspect students work together on a quiz, both parties will receive a score of zero!

Exams and the Final

There will be 2-3 in class exams (45% of grade) throughout the semester and a **required** comprehensive final examination (25% of grade). I will notify the class **at least one week** in advance as to the date of each in-class exam. Before each exam, you will receive a study guide and/or practice problems. I will schedule a study session before each exam (either outside or inside of class).

All exams need to be taken in class ON THE DAY OF THE EXAM unless you have made prior arrangements with me. Be sure to make all travel plans accordingly as there will be no make-ups for missed exams except in extreme or emergency cases (must provide documentation). If you take exams in the LIGHT center, you need to make sure you make an appointment in advance so that you take the final exam at the designated time.

*****Final Date: Wednesday, December 13th, 1:00-3:00pm*****

Accommodations

If you have a documented disability or believe you can benefit from any of the services offered by Disabled Student Programs & Services (DSPS), please contact the DSPS office at 476-4280 (phone), 476-4418 (fax), TTY 476-4284 or view their webpage: http://www.redwoods.edu/dsps

Tutoring

- **The Math Lab.** I encourage you to enroll in **MATH 30L**, for .5 unit (22.5 hours ~ 1.5 hrs a week req) or for 1 unit of credit (45 hours ~ 3 hrs a week req) and in order to obtain supplementary help. This is the cheapest for-credit tutoring option available on campus and I can't stress the value enough. Math lab is located in the ASC in back of the Library. Sign up in webadvisor & show up first week of class to fill out paperwork.

- **MATH 252** Open Mathematics Lab (CRN 043155). This is a FREE, no credit option to get math tutoring help in the math lab. **If you do not need units** or you want math help but cannot fulfill the hour requirements for mathlab, then this is the option for you!

- **FREE ASC tutoring** by appointment. Call **707-476-4106** OR **707-476-4154.**

- **EOPS Tutors.** You must be part of EOPS (Extended Opportunity Programs and Services) to receive this tutoring. Please contact your EOPS couselor to set up tutoring. If you are unsure if you are eligible for EOPS, call them at **707-476-4270** check out their webpage: https://www.redwoods.edu/eops

- **OPTIMATH** practice assignments give immediate feedback and written out solutions: http://msenux2.redwoods.edu/cgi-bin/online/f17/OTcreatepracticequiz.cgi?course=math30

- The **CR Math Jam** webpage is a great way to prepare for exams and contains lessons as well as OPTIMATH assignments: http://msenux2.redwoods.edu/mathjam/?s=public

- **Private tutoring** is always an option but is of course more costly. If you are interested in hiring a private tutor, let me know and I will ask around to see if I can find anyone!

How to Succeed in this Course

- ✓ Read your text. It is best if you read the section of the text ahead of the scheduled lecture date on that topic.
- ✓ Be in class on time every day.
- ✓ Do your homework! Plan to spend at least 1-2 hours outside of class for every hour inside of class. That is the minimum investment of time for success in this course.
- ✓ Work with classmates. Mathematics is a social subject (but not a spectator sport). Working with fellow students helps in your own understanding of the ideas of the course.
- ✓ READ and KEEP your returned work. When you get work back, look for any remarks that I have made. Keep your work in a binder to keep a record of your scores. This is to make sure I correctly enter your grades.

Faculty Withdrawal of Students

It is the policy of the College of the Redwoods Math Department to exercise a "Faculty Withdrawal" for any student who has missed more than 15% of the class meeting time due to the severely diminished likelihood of a successful outcome in the course. It is important to note that, if it is the student's intention to withdraw from the course, the responsibility remains with the student to ensure the proper paperwork has been filed – that is, students are not to assume the teacher will file the "Withdrawal" automatically.

Check Your Grade

Students should check grade regularly by accessing the following webpage:

http://users.humboldt.edu/buntina/m30grades/grades.html

Students are responsible for checking their grade often and for accuracy. Please come to see me if you have any questions about your grade, are struggling in the course, or find that there are errors/missing assignments (keep all returned work to verify).

To check your grade, you will need to **enter information in the following format:**

Username: Last name, First name

Password: CR student ID number (with **NO** leading zero)

Notice that you must use a capital letter for the first letter in your first and last name. There is also a **comma and a space** between your last and first name and **NO SPACES after your name or ID**. If you enter your information incorrectly, the system will not let you log on. **Email me immediately if you are having problems logging in.**

Final words

A few words about my expectations for you and myself in this course: My responsibilities include coming to class prepared to teach you mathematics, giving clear lectures, assigning carefully chosen homework problems that are relevant to our course and carefully preparing exam questions that accurately measure your progress in the course. Additionally, I am responsible to be available to you outside of class for consultation in office hours (by appointment…just email me ☺).

Likewise, I believe that you are ultimately responsible for your college education and I expect you to come to class motivated to learn the material. This involves keeping up with homework assignments, seeking additional help, either from me or from the many resources available to you here on campus, before it is too late.

Announcements will be made in class and often followed up in Canvas. When absent, students are expected to check email, Canvas, and/or with fellow classmates!

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********** **Syllabus Subject to Change** **********

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Guidelines for Writing Homework

Please follow these guidelines when completing homework assignments.
It makes my grading experience much more pleasant ☺

1. Complete all homework assignments on a **separate sheet of paper.** You **may use both sides** of the paper. Do NOT complete assignments on the pages of your textbook.
2. **Staple** all homework in the upper left hand corner.
3. **Label** your homework with your name, course number, and section number in the upper right-hand corner (see example below).
4. **Copy down original problem and directions** (summarize word problems)!
5. Write your problems in order **DOWN** the page. Please **skip a line** between problems.
6. **Circle**, **box,** or **highlight** your answers to each exercise so I can find your answer quickly.
7. Please use **pencil** when writing your homework, and please write legibly and neatly. Presentation is a component of your homework score. NO PENS!
8. Be sure to **show your work** when solving a problem. A problem with just the answer and no work shown will receive NO CREDIT.
9. **Cut or tear off** any frilly edges on paper torn from a notebook.
10. When creating a graph, you **MUST USE GRAPH PAPER AND A RULER** or you will get a ZERO on the assignment.
11. If you are ever given two assignments due on the same day make sure complete them, and **staple them SEPARATELY**.

Staple in upper
left corner.

Ima Student
Math 30
1.2

HW 1.2: 4, 11, 20, 41

4. Solve $-26x + 84 = 48$

$$-26x + 84 = 48$$
$$-26x = \text{-}36$$
$$\boxed{x = \frac{36}{26}}$$

11. Solve $19x + 35 = 10$

$$19x + 35 = 10$$
$$19x = -25$$
$$\boxed{x = -\frac{25}{19}}$$

20. Solve $-8 - 8(x - 3) = 5(x + 9) + 7$

$$-8 - 8(x - 3) = 5(x + 9) + 7$$
$$-8 - 8x + 24 = 5x + 45 + 7$$
$$-8x + 16 = 5x + 52$$
$$-13x = 36$$
$$\boxed{x = -\frac{36}{13}}$$

41. Solve $Ax + By = C$ for y

$$Ax + By = C$$
$$By = C - Ax$$
$$\boxed{y = \frac{C - Ax}{B}}$$

Reference Book Guidelines

Math 30 – Fall 2017

Purpose: Your reference/composition notebook:

- helps you **study for exams** by *re-writing* in-class notes and determining what information is important to YOU.
- **improves overall organization** of notes.
- **may be used on some quizzes** if you submit it to be graded during exams & keep it up to date.
- can be very useful in your **future math courses**!

Requirements:

- You should purchase a **graph paper composition notebook**...You can also use a regular spiral bound notebook with graph paper.
- This book should be **SEPARATE from your in-class notebook** (unless class notebook is approved).
- **Write your name and CONTACT INFO inside of front cover/cover page**. In case you lose your book, you should have your name and an email address or phone number or address.
- **Skip at least 3 pages** in the beginning of your book for a **Table of Contents** (more if you write big). You should include description of the material you have written on a page, and page number (see the table of contents of your textbook or any book).
- **Number your pages** in the top right, or lower left.
- **Summarize concepts** you have learned using your own words. Make notes to yourself about strategies used, proper notation and your common mistakes.
- You must **write "a little something" from EACH section**. Even if you "know it already." At the end of the semester, come the last exam, things that you know in the beginning of the semester, you may no longer have memorized.
- Your reference book will be **collected DURING Exams** and graded (homework category). It will be worth **5 points each time it is graded**.

Helpful Hints:

- **Do a little bit at a time.** Do not try to cram everything in there the night before an exam. Have your book out when you are doing homework and maybe jot down a particularly challenging example you encounter. In class, sometimes I will say "you might want to put this in your comp book." Put a star by that info and copy it into book **right after** of class so you remember.
- **Use colors!** Maybe write/highlight definitions in green, examples in purple, important things to remember in red...and so on. Be creative!
- **Don't write/highlight too much** as it will be difficult to find what you're looking for when using it as a reference.
- **Make it YOURS!** Use colors, doodle in it, make it pretty and keep it neat :)

Late Work Pass #3

Math 30
Fall 2017

Name _____

Assignment _____

Value ONE homework to be handed in late without penalty before Exam

Date _____ Authorized By Miss Amber Buntin

***May be used to hand in one late homework assignment. Cannot be used for in-class activities, big projects, quizzes, or exams. Not transferable to other students. Must be redeemed BEFORE the exam that contains information on the homework section that is late. Limit 3 per student per semester! Staple to front of assignment!

Late Work Pass #2

Math 30
Fall 2017

Name _____

Assignment _____

Value ONE homework to be handed in late without penalty before Exam

Date _____ Authorized By Miss Amber Buntin

***May be used to hand in one late homework assignment. Cannot be used for in-class activities, big projects, quizzes, or exams. Not transferable to other students. Must be redeemed BEFORE the exam that contains information on the homework section that is late. Limit 3 per student per semester! Staple to front of assignment!

Late Work Pass #1

Math 30
Fall 2017

Name _____

Assignment _____

Value ONE homework to be handed in late without penalty before Exam

Date _____ Authorized By Miss Amber Buntin

***May be used to hand in one late homework assignment. Cannot be used for in-class activities, big projects, quizzes, or exams. Not transferable to other students. Must be redeemed BEFORE the exam that contains information on the homework section that is late. Limit 3 passes per student per semester! Staple to front of assignment!