CR COLLEGE OF THE REDWOODS

Syllabus for Math 30-E7561

Course Information

Semester & Year: Spring 2020
Course ID & Section #:   Math 30, College Algebra, E7561
Instructor's name: Mike Haley
Day/Time or *Online: Monday, Wednesday, & Friday 1:15-2:30
Location or *Online   Sciences Bldg, Room SC206
Number of units: 4

Instructor Contact Information

Office location or *Online: Creative Arts 130 (CA 130)

Office hours: Monday: 12:00-1:00, Thursday 2:00-3:00, Wednesday 10:00-11:00 in SC Building or LRC.

Phone number: 476-4352

Email address: mike-haley@redwoods.edu Emails through Canvas are appreciated.

Required Materials

Textbook title: Algebra and Trigonometry
Edition: 7th Ed, 8th, or 9th
Author: Sullivan
ISBN: 0-13-149756-1#0131430734 or ISBN #0132329034 or ISBN # 978-0321716569
Other requirement: TI-83 or TI-84, access to a modern computer

Catalog Description

A course for students studying in science, technology, engineering, and mathematics (STEM) fields and some areas of business. Both Math 30 and Math 25 (Trigonometry), are prerequisites for Math 50A (Differential Calculus).

Topics include: polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; analytic geometry; arithmetic and geometric sequences and series.

Course Student Learning Outcomes

1. Analyze and investigate functions and equations graphically, algebraically, and verbally.
2. Solve equations, systems of equations, and inequalities.
3. Apply functions and other algebraic techniques to model real-world applications.

Evaluation & Grading Policy

Your final grade will be determined as follows

Homework (electronic)	15%
Homework(written)/Activities/Quiz	15%
Participation	5%
Exams	45%
Final Exam	20%

The following grade system will be utilized to assign the final course grade:

A	93-100%	B	83-86.9%	C	70-76.9%
A-	90-92.9%	B-	80-82.9%	D	60-69.9%
B+	87-89.9%	C+	77-79.9%	F	0-59.9%

In addition to these percentages, in order to earn an A- {B-} or better, 90% {80%} of all homework (in both categories) must be completed.

HOMEWORK: Two types of homework assignments will be given this semester: electronic and written. The electronic homework will be made available through Canvas and will require you to either identify the correct response or type in a response. The electronic homework assignment provide nearly immediate feedback to you and will allow the student to identify the exercises that will require additional study in order to master. For these exercises, only the electronic submission is necessary. There will be approximately 30 electronic homework assignments. Late assignments may possibly be accepted, at a reduced score, if submitted by one week from the corresponding exam.

Written homework assignments will be assigned weekly and will require students to provide a written response, including graphical support, to complete the assignment. I expect that the written homework will be completed in an organized, neat, and readable fashion. This portion of class grade is replacing what would typically be offered through quizzes. Typically the written homework will be posted electronically and due as a hard copy in class. There will be approximately 12 written homework assignments. Late written assignments **will not** be accepted. See **Guidelines for Homework Assignments**.

The lowest homework score from each category will be dropped.

PARTICIPATION: The participation grade is positively affected by your involvement in the class, attendance, punctuality, and negatively affected by physical and electronic disturbances. Based upon the number of students enrolled in this class, and the size of the classroom, plan on sitting in front of the back row this semester.

QUIZZES/ACTIVITIES: Quizzes and activities will be announced ahead of time and be offered during.

EXAMS: There are four closed book exams this semester. The midterm exams will be held

- during the **week that includes February 21** (Week #5)
- during the **week that includes March 27** (Week #9)
- during the **week that includes April 17** (Week # 12)

The midterms exams will either be held during the class period or scheduled in the testing center of the ASC if possible. If you fail to attend the exam time or the exam time that you have scheduled then you forfeit your opportunity to take the exam since make up exams are not offered. A handout will be made available before the exams to help you prepare. You must attend and participate in the activities scheduled for exam periods.

The **final exam** will be based upon the college's **Final Examination Schedule**, which looks like it will be on **Wednesday, May 13**, 2020 from **1:00-3:00.** The final exam may consist of at least one part that is closed book/notes and without the use of the calculator. I will give further information that clearly explains the scope of the exam.

ATTENDANCE: To succeed in a mathematics class it is often helpful to attend every class meeting. The CR Catalog defines the equivalent of a week's absence as excessive and the Math Department has determined that missing the equivalent of two weeks of class is cause for being dropped from the class. If you have to miss class, make prior arrangements with a fellow student to get any notes or materials covered that day. You are responsible for the all material covered even if you don't attend class. Plan on being in class for the complete duration of the session. Any combination of two occurrences of tardiness or leaving before the end of the course will be considered an absence.

LATE WORK: The four exam dates that are posted in the syllabus and should be followed. Homework due dates will be posted when the assignment is given and are to be submitted at the beginning of the class period. Typically there are no make-up quizzes offered.

Prerequisites/co-requisites/ recommended preparation

Appropriate placement based on AB 705 mandates or completion of Intermediate Algebra.

Representative skills which will be helpful include: ability to solve linear, quadratic, polynomial, rational, radical, exponential, and logarithmic equations analytically, graphically, numerically, and verbally in real-world settings. Ability to use technology in the study of these functions.

Special accommodations statement

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.

Student feedback policy

Exams quizzes, projects, activities and homework are where I will regularly provide timely and substantive feedback on coursework.

Proctored Exams

Exams and quizzes will either be taken during the class period or in the testing center and will require a proctor. There may be some portions of the exams which include a take-home component.

Institutional Policies

Special accommodations statement

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 accommodations, please see me or contact Disability Services and Programs for Students. Students may make requests for alternative media by contacting DSPS based on their campus location:

- Eureka: 707-476-4280, student services building, 1st floor
- Del Norte: 707-465-2324, main building near library
- Klamath-Trinity: 530-625-4821 Ext 103

Student Access

These standards are required by federal regulation. Students will have access to this course that complies with the Americans with Disabilities Act of 1990 (ADA), Section 508 of the Rehabilitation Act of 1973, and College of the Redwoods policies. Course materials will include a text equivalent for all non-text elements; videos will include closed captioning, images will include alt-tags, hyperlinks will use descriptive/meaningful phrases instead of URLs and audio files will include transcripts. All text will be formatted for use with screen readers and all course materials will be understandable without the use of color.

Students who discover access issues with this class should contact the instructor.

Admissions deadlines & enrollment policies

Spring 2020 Dates

- *Classes begin: 1/18/20*
- *Martin Luther King Jr. Day (all-college holiday): 1/20/20*

- *Last day to add a class: 1/24/20*
- *Last day to drop without a W and receive a refund: 1/31/20*
- *Census date: 2/3/20 or 20% into class duration*
- *Lincoln's Birthday (no classes): 2/14/20*
- *President's Day (all-college holiday): 2/17/20*
- *Last day to petition to graduate or apply for certificate: 2/14/20*
- *Spring break (no classes): 3/16/20-3/21/20*
- *Last day for student-initiated W (no refund): 4/3/20*
- *Last day for faculty initiated W (no refund): 4/3/20*
- *Final examinations: 5/9/20-5/15/20*
- *Semester ends: 5/15/20*
- *Grades available for transcript release: approximately 6/1/20*

Students who have experienced extenuating circumstances can complete & submit the ***Excused Withdrawal Petition*** to request an Excused Withdrawal (EW) grade instead of the current Withdrawal (W) or non-passing (D, F & NP) grades. The EW Petition is available from the Admissions and Records Forms Webpage. Supporting documentation is required.

Academic dishonesty

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. 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 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, the student 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. 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.

Expectations for this Class

EXPECTATIONS: I expect that all students that remain enrolled in this class agree to actively participate in discussions and activities, and directly engage the material and other people in the course with a positive attitude.

I expect that everyone is treated with respect in our class. Please go out of your way to be considerate of others since this will enhance the quality of the learning environment in our classroom. I expect that you use cell phones and computers appropriately and in a manner that does not disturb any fellow students or the instructor; this implies that at the very least there should not be any sound coming from your cell phone and you only utilize applications that have course content related material. Head phones and ear buds should be removed during class since these tend to inhibit interactions between people.

To learn the material that will be presented this semester may require **twelve or more hours** each week outside of the class meeting period.

Additionally, you should be on time to class and avoid leaving early in order to minimize disruption. If you are asked to leave the class, then be sure to visit me in the office and be prepared to write a paper before returning to class. The Student Code of Conduct addresses many issues that arise on a college campus and you should be aware of the agreement that you have made as an enrolled student.

Information for this Class

Preferred Name in Canvas

Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact Admissions & Records to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. It does not change your legal name in our records. See the Student Information Update form.

Canvas Information

If using Canvas, include navigation instructions, tech support information, what Canvas is used for, and your expectation for how regularly students should check Canvas for your class.
Log into Canvas at https://redwoods.instructure.com
Password is your 8 digit birth date
For tech help, email its@redwoods.edu or call 707-476-4160
Canvas Help for students: https://www.redwoods.edu/online/Help-Student
Canvas online orientation workshop: https://www.redwoods.edu/online/Home/Student-Resources/Canvas-Resources

Technology skills, requirements, and support (required for online classes)

Tech equipment and skills are required for student success, and of equal importance as required textbooks and materials,

Students can obtain a free Office 365 license (includes Word, Excel, PowerPoint and more) with a valid CR email.

Necessary Computer Skills **-** [instructor: identify the computer skills necessary for students to succeed in your course.]

Technology Requirements (computer, other hardware, and software) **-** [instructor: identify the computer requirements and any hardware or software necessary for students to succeed in your class.]

Technology Support **-** [instructor: identify your role in providing technology support]

Before contacting Technical Support please visit the Online Support Page. For password issues with Canvas, Web Advisor or your mycr.redwoods.edu email, contact its@redwoods.edu or call 707-476-4160 or 800-641-0400 ext. 4160 between 8:00 A.M. and 4:00 P.M., Monday through Friday.

Emergency procedures / Everbridge

College of the Redwoods has implemented an emergency alert system called Everbridge. In the event of an emergency on campus you will receive an alert through your personal email and/or phones. Registration is not necessary in order to receive emergency alerts. Check to make sure your contact information is up-to-date by logging into WebAdvisor https://webadvisor.redwoods.edu and selecting 'Students' then 'Academic Profile' then 'Current Information Update.'

Please contact Public Safety at 707-476-4112 or security@redwoods.edu if you have any questions. For more information see the Redwoods Public Safety Page.

In an emergency that requires an evacuation of the building anywhere in the District:
- 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 campus authorities.

Del Norte Campus Emergency Procedures

Please review the Crescent City campus emergency map for campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information see the Redwoods Public Safety Page.

Student Support Services

The following online resources are available to support your success as a student:
- CR-Online (Comprehensive information for online students)
- Library Articles & Databases
- Canvas help and tutorials
- Online Student Handbook

Counseling and Advising offers academic support and includes academic advising and educational planning

Learning Resource Center includes the following resources for students

- Academic Support Center for instructional support, tutoring, learning resources, and proctored exams.
- Library Services to promote information literacy and provide organized information resources.
- Multicultural & Diversity Center [waiting for hyperlink and Mission]
- Math Lab & Drop-in Writing Center

Special programs are also available for eligible students include

- Extended Opportunity Programs & Services (EOPS) provides financial assistance, support and encouragement for eligible income disadvantaged students at all CR locations.
- The TRiO Student Success Program provides eligible students with a variety of services including trips to 4-year universities, career assessments, and peer mentoring. Students can apply for the program in Eureka or in Del Norte
- The Veteran's Resource Center supports and facilitates academic success for Active Duty Military, Veterans and Dependents attending CR through relational advising, mentorship, transitional assistance, and coordination of military and Veteran-specific resources.
- Klamath-Trinity students can contact the CR KT Office for specific information about student support services at 530-625-4821
- The Honors Program helps students succeed in transferring to a competitive four-year school.

DISCLAIMER: While every attempt will be made to keep minimal changes to this document during the semester, like most other things, it is subject to change.

Last update January 21, 2020