

**Support****Course Information**

Semester & Year: Fall 2020

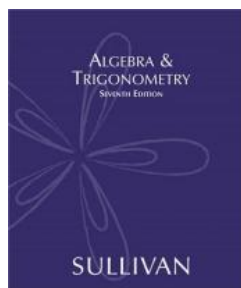
Course ID & Section #: MATH-30-E9946, MATH-30S-E9947

Instructor's name: Paige MacDonald

Day/Time of required meetings: Tue/Thurs 9am-9:55am

Course units: 30: 4.0, 30S: 1.0

Required Textbook: *Algebra & Trigonometry* by Sullivan (7<sup>th</sup> edition), ISBN: 978-0131430730. You can find this book by searching for the ISBN online. You should be able to find a used copy for pretty cheap. Additionally, the CR library has a limited quantity available for checkout for the semester.

**Other Requirements:**

1. TI-83 or TI-84 graphing calculator; Click [here](#) for information on renting a calculator for the semester for \$15.
2. High-speed Internet, home computer, or laptop.
3. Smartphone, digital camera, or other device capable of taking photos and converting them to a pdf.
4. MyOpenMath account (free). See the [Online Homework](#) section of this document for information on setting up an account.

**Instructor Contact Information**

Office location: Online via Zoom

Office hours: Mon 8-9pm, Wed 1-2pm

Email address: [paige-macdonald@redwoods.edu](mailto:paige-macdonald@redwoods.edu)

**Catalog Description****Math 30**

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. Note: Students without experience in Algebra II or Intermediate Algebra are strongly recommended to take Math 30S College Algebra support course concurrently.

**Math 30S**

A support course for Math 30 College Algebra. Through contextualized examples, collaborative practice, and hands-on activities, students learn skills and explore concepts crucial for success in Math 30 College Algebra. Note: This course is intended for students concurrently enrolled in Math 30, "College Algebra."

## Course Student Learning Outcomes

### Math 30

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.

### Math 30S

1. Apply algebraic techniques to simplify expressions and solve equations and inequalities.
2. Create, interpret, and identify the graph of a function, including all salient features.
3. Implement effective learning strategies.

## Co-requisites

**Math 30S:** Math-30 College Algebra

## Accessibility

Students will have access to online course materials that comply with the Americans with Disabilities Act of 1990 (ADA), Section 508 of the Rehabilitation Act of 1973, and College of the Redwoods policies. Students who discover access issues with this class should contact the instructor.

College of the Redwoods is also committed to making reasonable accommodations for qualified students with disabilities. If you have a disability or believe you might benefit from disability-related services and accommodations, please contact your instructor or [Disability Services and Programs for Students](#) (DSPS). Students may make requests for alternative media by contacting DSPS based on their campus location:

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

During COVID-19, approved accommodations for distance education classes will be emailed to the instructor by DSPS. In the case of face to face instruction, please present your written accommodation request to your instructor at least one week before the first test so that necessary arrangements can be made. Last-minute arrangements or post-test adjustments cannot usually be accommodated.

## Support for online learners during COVID-19

In response to COVID-19, College of the Redwoods moved the majority of courses online to protect health and safety. As the faculty and students adjust to this change, clear communication about student needs will help everyone be successful. Please let me know about any specific challenges or technology limitations that might affect your participation in class. I want every student to thrive.

## Evaluation & Grading Policy

### Math 30:

Online Homework	15 %
Written Homework	15 %
Quizzes	20 %
Exam I	15 %
Exam II	15 %
Final Exam	20 %

A	94-100%
A-	90-93.9%
B+	87-89.9%
B	84-86.9%
B-	80-83.9%

C+	77-77.9%
C	70-76.9%

D	60-69.9%
F	<60%

### Online Homework

Online homework assignments will be assigned for each section and must be completed on MyOpenMath.

You will need *Register as a New Student* at <https://www.myopenmath.com/index.php>.

Course ID: 78784

There is no Enrollment Key, so leave this box empty.

**IMPORTANT:** *Please use the exact first and last name listed in Canvas.*

Online homeworks will be due on Wednesdays and Sundays\* each week by 11:59pm. Late work is not accepted.

*\*Note that in weeks we cover 3 sections, there will be **two** online homeworks due on Sunday, so make sure you plan accordingly and START EARLY!!!*

Your 4 lowest online homework scores will be dropped.

You will have 3 tries to get a version of a question correct, after which you will receive a new version. You will have unlimited tries to get a question correct.

### Written Homework

Each week, you will be asked to write up solutions to several of the online homework problems, and/or complete several assigned problems. This is to give you practice in writing mathematics. You will scan your written work using a smartphone or other device, and then upload your written solutions as a pdf file on Canvas.

Written homework will be due Mondays by 11:59pm. Late work is not accepted.

Your 2 lowest written homework scores will be dropped.

### Quizzes

There will be weekly quizzes on MyOpenMath (except during exam weeks). You will have limited time, and 3 attempts. Quizzes for each week will be due by 11:59pm Thursdays *the following week*. Only your best score out of the 3 will count. Your 2 lowest quiz scores will be dropped.

### Midterm Exams

There will be 2 midterm exams for this course, tentatively during weeks 4 and 11. They will be available on Canvas, they will be timed, and you will need to write your answers on paper, then upload your written answers as a pdf file on Canvas.

### Final Exam

The final exam will be during the week of Dec 14 and must be completed by Dec 18 at 5pm-ABSOLUTELY NO EXCEPTIONS!!! Similar to your midterm exams, it will become available on Canvas, you will have limited time to complete the exam, and you will need to write your solutions on paper, scan them, and then upload them as a pdf file on Canvas.

You must get at least 50% on the final exam to pass this class, regardless of your other grades.

### Math 30S:

There are 2 components to the support course:

1. Lab: Tue/Thurs 9-9:55am.
  - For each lab, you will receive either 0, 0.5, or 1 point.
    - 0: You did not attend
    - 0.5: You attended but did not participate
    - 1: You attended and participated
2. Discussion
  - Each week there will be a Discussion on Canvas. You must respond to the original post by 11:59pm Wednesday and reply to at least 2 other posts by 11:59pm Sunday. Each Discussion will be worth 5 points.

You must get at least 70% in Lab AND at least 70% in Discussion to pass Math 30S.

## Admissions deadlines & enrollment policies

Fall 2020 Dates

- *Classes begin: 8/22/20*
- *Last day to add a class: 8/28/20*
- *Last day to drop without a W and receive a refund: 9/4/20*
- *Labor Day (all-college holiday): 9/7/20*
- *Census date: 9/8/20 or 20% into class duration*
- *Last day to petition to file P/NP option: 9/18/20*
- *Last day to petition to graduate or apply for certificate: 10/29/20*
- *Last day for student-initiated W (no refund): 10/30/20*
- *Last day for faculty initiated W (no refund): 10/30/20*
- *Veteran's Day (all-college holiday): 11/11/20*
- *Fall break (no classes): 11/23/20-11/28/20*
- *Thanksgiving (all-college holiday): 11/25/20-11/27/20*
- *Final examinations: 12/12/20-12/18/20*
- *Semester ends: 12/18/20*
- *Grades available for transcript release: approximately 1/8/21*

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.

## Instructor-initiated drops

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 (prior to the drop deadline), due to the severely diminished likelihood of a successful outcome in the course.

**IMPORTANT!!!** *If you fail to participate in the course in the first week OR you fail to participate in more than 2 weeks before the Oct 30 drop deadline, you will be dropped from the course. This means that for more than two weeks, you do not turn in any homework/quizzes. I will reach out to you via your CR email before dropping you.*

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.

## 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](#).

## Inclusive Language in the Classroom

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is inclusive and respectful.

## Setting Your 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

This class will use Canvas extensively. All assignments, announcements, grades, etc. will be through Canvas. You should be in the habit of checking Canvas daily.

Log into Canvas at <https://redwoods.instructure.com>

Password is your 8 digit birth date

For tech help, email [its@redwoods.edu](mailto: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>

## Community College Student Health and Wellness

Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges [Health & Wellness website](#).

[Wellness Central](#) is a free online health and wellness resource that is available 24/7 in your space at your pace.

Students seeking to request a counseling appointment for academic advising or general counseling can email [counseling@redwoods.edu](mailto:counseling@redwoods.edu).

# 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](mailto: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](#).

## Eureka Campus Emergency Procedures

Please review the [campus emergency map](#) for evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information on Public Safety go to the [Redwoods Public Safety Page](#). It is the responsibility of College of the Redwoods to protect life and property from the effects of emergency situations within its own jurisdiction.

In the event of an emergency:

1. Evaluate the impact the emergency has on your activity/operation and take appropriate action.
2. Dial 911, to notify local agency support such as law enforcement or fire services.
3. Notify Public Safety 707-476-4111 and inform them of the situation, with as much relevant information as possible.
4. Public Safety shall relay threat information, warnings, and alerts through the Everbridge emergency alert system, Public address system, and when possible, updates on the college website, to ensure the school community is notified.
5. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet, (evacuation to a safe zone, shelter in place, lockdown, assist others if possible, cooperate with First Responders, etc.).
6. If safe to do so, notify key administrators, departments, and personnel.
7. Do not leave campus, unless it is necessary to preserve life and/or has been deemed safe by the person in command.

## Klamath Trinity Campus Emergency Procedures

Please review the responsibilities of, and procedures used by, the College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to communicate to faculty, staff, students and the general public during an emergency. It is the responsibility of College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to protect life and property from the effects of emergency situations within its own jurisdiction.

1. In the event of an emergency, communication shall be the responsibility of the district employees on scene.
  - a. Dial 911, to notify local agency support such as law enforcement or fire services.
  - b. If safe to do so, notify key administrators, departments, and personnel.

- c. If safe to do so, personnel shall relay threat information, warnings, to ensure the school community is notified.
  - d. Contact Jolene Gates 530-625-4821 to notify of situation.
  - e. Contact Hoopa Tribal Education Administration office 530-625-4413
  - f. Notify Public Safety 707-476-4111.
2. In the event of an emergency, the responsible district employee on scene will:
- a. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet.
  - b. Lock all doors and turn off lights if in lockdown due to an active shooter or similar emergency.
  - c. Close all window curtains.
  - d. Get all inside to safe location Kitchen area is best internal location.
  - e. If a police officer or higher official arrives, they will assume command.
  - f. Wait until notice of all is clear before unlocking doors.
  - g. If safe to do so, move to the nearest evacuation point outside building (Pooky's Park), directly behind the Hoopa Tribal Education Building.
  - h. Do not leave site, unless it has been deemed safe by the person in command. Student Support Services (required for online classes)

## 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](#) offers assistance to students in need of professional counseling services such as crisis counseling.

Learning Resource Center includes the following resources for students

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