

**South Plains College**  
**Common Course Syllabus: MATH 0314.203 / Math 1314.203**  
**Fall 2021**

**Department:** Mathematics, Engineering, and Computer Science

**Discipline:** Mathematics

**Course Number:** MATH 0314

**Course Title:** College Algebra Support Course

**Course Number:** MATH 1314

**Course Title:** College Algebra

**Available Formats:** conventional/flex and internet

**Campuses:** Levelland, Reese, Plainview, Lubbock Center

**0314 Course Description:** Math 0314 is to be taken concurrently with MATH 1314. Background topics which are necessary for a student to successfully complete MATH 1314 will be covered, with an emphasis on fractions, factoring polynomials, functions, exponents, and operating with radical and rational expressions.

**1314 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.

**Prerequisite:** Minimum score of 340 on the TSIA, or a successful completion with a grade of 'C' or better in MATH 0315.

**0314 Credit: 3 Lecture: 3 Lab: 1**

**1314 Credit: 3 Lecture: 3 Lab: 1**

**Supplies:** Please see the instructor's course information sheet for specific supplies.

**This course partially satisfies a Core Curriculum Requirement:** 0314 - None  
1314 - Mathematics Foundational Component Area (020)

**Core Curriculum Objectives addressed:**

- **Communications skills**—to include effective written, oral and visual communication
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Empirical and quantitative competency skills**—to manipulate and analyze numerical data or observable facts resulting in informed conclusions

**0314 Student Learning Outcomes:** Upon completion of this course and receiving a passing grade, the student will be able to:

1. Define, represent, and perform operations on real numbers.
2. Use order of operations and exponent rules to simplify an expression.
3. Add, subtract, multiply, and divide polynomials.
4. Recognize, understand, and analyze features of a linear equation and a function.
5. Recognize and use algebraic properties, concepts, procedures (including factoring), and algorithms to combine, transform, and evaluate absolute value, polynomial, rational, and radical expressions.
6. Identify and solve linear and absolute value equations.
7. Identify and solve linear inequalities.

**1314 Student Learning Outcomes:** Upon completion of this course and receiving a passing grade, 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.

**Student Learning Outcomes Assessment:** A pre- and post-test questions will be used to determine the extent of improvement that the students have gained during the semester

**Course Evaluation:** There will be departmental final exam questions given by all instructors.

**Attendance/Student Engagement Policy:** Attendance and effort are the most important activities for success in this course. The instructor maintains records of the student's engagement throughout the semester. The student will be allowed to miss twenty percent (20%) of class assignments for the semester, *for any reason*. Should this number be exceeded, the instructor has the right to drop the student with a grade of F or an X, depending on the instructor's discretion.

**Plagiarism violations** include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Missing in-text citations.

**Cheating violations** include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain an unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

**COVID Statement:** It is the policy of South Plains College for the Fall 2020 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. Such behaviors specifically include the requirement that all students properly wear CDC-compliant face coverings while in SPC buildings including in classrooms, labs, hallways, and restrooms. Failure to comply with this policy may result in dismissal from the current class session. If the student refuses to leave the classroom or lab after being dismissed, the student may be referred to the Dean of Students on the Levelland campus or the Dean/Director of external centers for Student Code of Conduct Violation. If you are experiencing any of the following symptoms please do not attend class and either seek medical attention or get tested for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu) or 806-716-2376.

**Student Code of Conduct Policy:** Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

**Diversity Statement:** In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**Disability Statement:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

**Nondiscrimination Policy:** South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

**Title IX Pregnancy Accommodations Statement:** If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To [activate](#) accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health and Wellness at 806-716-2362 or [email cqilster@southplainscollege.edu](mailto:cqilster@southplainscollege.edu) for assistance.

**Campus Concealed Carry:** Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>  
Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

**SPC Bookstore Price Match Guarantee Policy:** If you find a lower price on a textbook, the South Plains College bookstore will match that price. The difference will be given to the student on a bookstore gift certificate! The gift certificate can be spent on anything in the store. If students have already purchased textbooks and then find a better price later, the South Plains College bookstore will price match through the first week of the semester. The student must have a copy of the receipt and the book has to be in stock at the competition at the time of the price match. The South Plains College bookstore will happily price match BN.com & books on Amazon noted as *ships from and sold by Amazon.com*. Online marketplaces such as *Other Sellers* on Amazon, Amazon's Warehouse Deals,

fulfilled by Amazon, BN.com Marketplace, and peer-to-peer pricing are not eligible. They will price match the exact textbook, in the same edition and format, including all accompanying materials, like workbooks and CDs. A textbook is only eligible for price match if it is in stock on a competitor's website at time of the price match request. Additional membership discounts and offers cannot be applied to the student's refund. Price matching is only available on in-store purchases. Digital books, access codes sold via publisher sites, rentals and special orders are not eligible. Only one price match per title per customer is allowed.

**Note: The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.**

## **Proctorio Syllabi Description - US Higher Education (This class is face to face. Proctorio should not be necessary)**

### **Proctorio is a Learning Integrity Platform**

This course will use Proctorio, a remote proctoring solution designed to protect the integrity of this course's assessments.

### **Equity and Fairness**

The reason I've chosen Proctorio for this course is to make education more equal, by giving each student an opportunity to earn the grades they deserve. The US Federal Government also requires that all schools have a process in place for verifying student identity to protect against Federal Student Aid (FSA) fraud.

### **Privacy**

Proctorio is a trusted platform for remote proctoring because of its commitment to student privacy. Proctorio uses single sign-on through our LMS and only I or approved individuals, here at our institution, will have access to your exam data. Proctorio never requires personally identifiable information from students and Proctorio will never sell your data to third parties. Read more about [Proctorio's approach to privacy](#).

### **Security**

Proctorio only runs as an extension in your browser. This means that Proctorio works within a sandbox and has limited access to your computer system unlike traditionally installed software applications that have complete access to your computer's hard drive, or other resources.

Proctorio only runs while you are taking your exam. After your exam ends, you may uninstall the extension by right-clicking on it, to bring you peace of mind. Just remember, you'll need to reinstall the extension again before starting your next exam.

All student data is kept safe using zero-knowledge encryption, meaning student data is scrambled and unreadable by anyone outside of our institution's learning platform. Even Proctorio cannot see your exam data. Read more about [Proctorio security](#).

### **Getting Started**

Before getting started on your first exam, make sure to follow the instructions in [Proctorio's Quick Start Test Taker Guide](#) for the extension. To verify your computer system meets the requirements, take the practice quiz. This will ensure that everything will run smoothly on the day of the exam.

If after reading the Quick Start Test Taker Guide if you have any trouble while using Proctorio, you can reach out to Proctorio support for troubleshooting. Proctorio support is available 24/7 and can assist in troubleshooting any extension related issues before, during and after your exam. You can contact Proctorio support via email at [support@proctorio.com](mailto:support@proctorio.com) or by starting a live chat by clicking the Proctorio extension's shield icon.

**Fall 2021**  
**Corequisite College Algebra: Math 0314.C203 & Math 1314.C203**

**Instructor:** Larry Moffett

**Email:** [lmoffett@southplainscollege.edu](mailto:lmoffett@southplainscollege.edu)

**Office:** Reese Center, Building 2 Rm 215 Phone: (806)716-2528

**Office Hours:**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
8:45-11:00 4:20-5:20	8:30-9:00 10:45-11:00	8:45-11:00 4:20-5:20	8:30-9:00 10:45-11:00	

**Class Structure:** This course is a flex course. **All instructional material is on Blackboard.** Each unit in Blackboard has homework, notes, and videos to teach the material. You are expected to watch the videos, fill in the notes, and do homework before coming to class. **You will meet for class on Monday and Wednesday face to face (F2F) at the Reese Center in room 218 of building 2 from 5:20 to 6:55 PM.** During class, you will have time to ask questions about homework. Labs will also be assigned to complete after you have done the homework to allow the student to assess comprehension.

**Class Attendance:** Attend class face to face (F2F). A student with 5 absences is subject to being dropped. Being tardy two times, being ten minutes late, leaving before the class has ended, and unauthorized use of a cell phone are counted as absences.

**Possible options for making a pdf if needed:**

**OneDrive:** All students have a free OneDrive account with their Office365 account. There is a free OneDrive app that will make a pdf of your work with your phone or tablet and will sync with your OneDrive account. This is one video I found that may help you with this.

<https://support.office.com/en-us/article/scan-a-whiteboard-document-business-card-or-photo-in-onedrive-for-ios-7b5425d5-754f-4201-b88f-13fc765d7d3a>

There is also a file on Blackboard in the Course Information folder that will help you use this resource.

**CamScanner:** This is also a good option. The video explains how to use CamScanner.

<https://www.youtube.com/watch?v=pc7dkXaer2s>

**Scannable:** This is another option. You may use any tool you like to make a pdf. This video explains how to use the Scannable app. <https://www.youtube.com/watch?v=RoAYGhtbdkI>

**Homework:** Homework should be completed on notebook paper with all work shown. The homework problems and the answers are located on Blackboard. The purpose of the homework problems is to determine if you understand the lesson and to give you practice. It will not be turned in for a grade.

**Lab work:** Labs will be assigned according to the course calendar. You may use your homework to complete labs.

**Exams:** **You may not use a calculator on Exam 1** but you may use a scientific calculator on all other exams. There will be 6 exams.

**Proctorio practice:** Hopefully Proctorio will not be needed this semester.

### **Determining Grades:**

Exam 1	13 %
Exam 2	13 %
Exam 3	13 %
Exam 4	13 %
Exam 5	13 %
Exam 6	13 %
Final Exam	22 %
Total	100 %

<u>Accumulated points</u>	<u>Final Grade</u>
90 and above	A
80 - 89	B
70 - 79	C
60 - 69	D
59 and below	F

### **Supplies:**

- Graph paper.
- Notebook paper and pencils
- Basic scientific calculator (such as a TI-30X). Calculators on cell phones, TI-89, TI-92, or TI-Inspire calculators, or any other electronic devices will not be allowed during testing without permission from the instructor.
- **3-ring binder** to keep all homework assignments, quizzes, labs and exams organized and easy to find for reference (**Required.**)
- Reliable internet access.
- Phone or tablet capable of making a pdf (hopefully not necessary)

**Supplementary Course Information: Blackboard** is the online course management system that will be utilized for this course. This course syllabus, as well as any class handouts can be accessed through Blackboard. Login at <http://southplainscollege.blackboard.com>. The user name and password should be the same as the Texan Connect and SPC email.

### **Your daily course activities**

View the notes for the assigned sections on Blackboard.

Watch the videos while taking notes

Work the homework for that lesson

Check your work with the answers on Blackboard

Mark any that you had trouble with

Ask questions

Complete your homework

Do lab work

**Corequisite College Algebra Course Calendar** : The class will meet two times per week. Therefore the material in the calendar for Monday and Tuesday will be covered in class on Monday. The material in the calendar for Wednesday and Thursday will be covered in class on Wednesday. Therefore it is absolutely necessary that the student exercise vigilance to stay current with all lecture and homework on **Blackboard**.

## Corequisite College Algebra Course Calendar Fall 2021

This calendar is designed to help you stay on track and manage your time. Weekend days are not included on the calendar but should be used to catch up if you fall behind or work ahead if you wish. Excellent time management is critical to successful course completion!

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
1	Aug 30 Section 1.1	Aug 31 Section 1.2	Sept 1 Section 1.3 Lab 1: 1.1	2 Section 1.4	3 Catch up!
2	6 Catch up! Labor Day Holiday	7 Section 1.4 Lab 2: 1.2,1.3	8 Section 1.5	9 Section 1.6 Lab 3: 1.5	10 Catch up!
3	13 Review	14 Review	15 Test 1	16 Section 2.1	17 Catch up!
4	20 Section 2.2	21 Section 2.3 Lab 4: 2.1,2.2	22 Section 2.4	23 Section 2.5 Lab 5: 2.4	24 Catch up!
5	27 Section 2.6	28 Review	29 Test 2	30 Section 3.1	Oct 1 Catch up!
6	4 Section 3.2 Lab 6: 3.1	5 Section 3.3	6 Section 3.4 Lab 7: 3.2,3.3	7 Section 3.5 Lab 8: 3.4	8 Catch up!
7	11 Review	12 Test 3	13 Section 4.1	14 Section 4.2 Lab 9: 4.1	15 Catch up! Fall Break

8	Oct 18 Section 4.3	19 Section 4.4 Lab 10: 4.2,4.3	20 Section 4.5 Lab 11: 4.4	21 Review	22 <b>Study !</b>
9	25 Test 4	26 Section 5.1	27 Section 5.2 Lab 12: 5.1	28 Section 5.3	29 Catch up!
10	Nov 1 Section 5.4 Lab 13: 5.2,5.3	Nov 2 Section 6.1	Nov 3 Section 6.2 Lab 14: 6.1	Nov 4 Section 6.3 Lab 15: 6.2	Nov 5 Catch up!
11	Nov 8 Section 6.4 Lab 16: 6.3	Nov 9 Section 6.4	Nov 10 Section 6.5 Lab 17: 6.4	Nov 11 Review	Nov 12 Catch up!  Online Registration Opens
12	Nov 15 Test 5	Nov 16 Section 7.1	Nov 17 Section 7.2 Lab 18: 7.1	Nov 18 Section 7.3 Lab 19: 7.2,7.3	Nov 19 Catch up!
13	Nov 22 Section 7.4	Nov 23 Section 7.5 Lab 20: 7.4	Nov 24 Review Thanksgiving Holiday	Nov 25 Thanksgiving Holiday	Nov 26 Thanksgiving Holiday
14	Nov 29 Review	Nov 30 Test 6	Dec 1 Section 8.1 Lab 21: 8.1	Dec 2 Section 8.2 Last Day to Drop	Dec 3
15	Dec 6 Section 8.3 Lab 22: 8.2	Dec 7 Section 8.3	Dec 8 Section 8.4	Dec 9 Review	Dec 10 Study!
16	Dec 13 Final Exam 5:20-7:20 PM	Dec 14	Dec 15	Dec 16	Dec 17