

**COLLIN COLLEGE  
COURSE SYLLABUS**

Course Information
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**Course Number:** MATH 1314

**Course Title:** College Algebra

**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. Graphing calculator required. Lab required.

*Note: Students may take either MATH 1314 or MATH 1414 but not both.*

**Course Credit Hours:** 3

Lecture Hours: 3

Lab Hours: 1

**Placement Assessments:** MATH 1314, MATH 1324 or MATH 1342

**Prerequisite:** TSI placement or equivalent.

**Student Learning Outcomes:**

- **State-mandated Outcomes:** Upon successful completion of this course, students will:
  1. Demonstrate and apply knowledge of properties of functions, including domain and range, operations, compositions, and inverses. (Critical Thinking, Communication Skills)
  2. Recognize and apply polynomial, rational, radical, exponential and logarithmic functions and solve related equations. (Empirical/Quantitative Skills, Critical Thinking, Communication Skills)
  3. Apply graphing techniques.
  4. Evaluate all roots of higher degree polynomial and rational functions. (Empirical/Quantitative Skills)
  5. Recognize, solve and apply systems of linear equations using matrices. (Empirical/Quantitative Skills, Critical Thinking, Communication Skills)

**Withdrawal Policy:** See the current *Collin Registration Guide* for last day to withdraw.

**Collin College Academic Policies:** See the current *Collin Student Handbook*.

**Americans with Disabilities Act Statement:** In compliance with applicable law, Collin College provides equal access to education and safeguards against discrimination by offering specialized services and reasonable accommodations to qualified students with a disability.

If you anticipate or experience any barriers to learning based on disability, please contact the ACCESS Office

(<https://rainier.accessiblelearning.com/Collin/ApplicationStudent.aspx>)

**Note:** Instructors will provide reasonable accommodations only to students who present a Course Accessibility Letter issued by the ACCESS Office.

Instructor Information
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**Instructor's Information:**

Instructor's Name: **Ivy Langford**

Office Number: **LH125 PRC (located in Suite LH117)**

Office Hours: **Monday & Wednesday 12:00 – 1:00 PM**  
**Tuesday & Thursday 9:00 – 10:00 AM**  
**2:20 – 2:50 PM (Online Class ONLY)**  
**Wednesday 2:30 – 3:30 PM (in H124)**  
**Others by appointment**

**Contact Information:**

Phone: **(972)377-1535**

Email: **yjlangford@collin.edu**

Website: **<http://faculty.collin.edu/yjlangford>**

**In case of emergency, contact the Instruction Office (PRC LH158) at (972) 377-1554.**

**Class Information:**

Section Number: **P06**

Meeting Times: **MW 1:00 – 2:15 PM**

Meeting Location: **LH237 (Preston Ridge Campus)**

**Course Resources:** *College Algebra*, Julie Miller, Custom 2<sup>nd</sup> Edition, McGraw Hill  
ConnectMath Access Code for online assignments (purchase needed)  
ALEKS Prep Access Code (free; provided by the instructor)

There will be required assignments and students will find the tutorials, videos, etc. to be an excellent study resource for this course.

**ASSESSMENTS:** Prior to enrolling in this course, the student must demonstrate eligibility to enroll in the following: MATH 1314, MATH 1324, MATH 1342, or higher.

**College Repeat Policy:** Texas residents attempting a course more than twice at Collin College are subject to regular tuition plus an additional \$50 per semester credit hour. Undergraduate courses attempted at Collin with a graded status of A, B, C, D, F, I, W (withdrawals after census), and AU will be evaluated for repeat limits.

**Withdrawal Policy:** Under section 51.907 of the Texas Education Code, students may not withdraw from more than six (6) courses, including any course a transfer student has withdrawn from at another Texas institute of higher education.

For exemptions, visit <http://www.collin.edu/gettingstarted/register/withdrawal.html>.

**Supplies:** Graphing Calculator (TI 83 or TI 84 recommended)  
The following calculators are **NOT ALLOWED** for this class: TI89 OR TI92  
Other required supplies are notebook paper, a binder for graded papers, #2 pencils and eraser, and a straight edge. **It is expected that all supplies, including the textbook and the graphing calculator, will be brought to class each day.**

Colored pens/pencils to aid in class notes are optional, but encouraged.

### **Attendance Policy:**

Students are expected to attend all class sessions regularly and punctually. When an absence from class is unavoidable, it is the student's responsibility to make arrangements for makeup work and to determine whether announcements relevant to the course were missed during the absence.

**Two (2)** absences or less during the regular semester will receive an addition of two points to the final semester grade. More than two but no more than **three (3)** absences will receive an addition of one point to the final semester grade. **Two (2)** tardies will be counted as one absence. Students arriving late and/or leaving early will be considered tardy. A tardy or early departure of **thirty (30)** minutes or more will be considered an absence. An absence is anytime you are not present.

A class roll will be distributed on class period when a test is not administered. It is the student's responsibility to ensure that the roll is signed before leaving class.

**Failure to sign-in will be considered an absence.**  
**YOU CANNOT SIGN-IN FOR SOMEONE ELSE.**

### **Method of Evaluation:**

- 55% Tests – **Four (4) tests** will be given over the chapters covered in class. You must show your work to receive maximum test points. **There is no makeup for a missed test.** If unavoidable circumstances cause you to miss a test, you can replace that TEST GRADE with the FINAL EXAM GRADE. Subsequent missed tests will be recorded as zeros. Cheating on an exam will result in a zero.
- 10% Labs – There are **five (5) labs**. Only the first lab is completed ONLINE (ALEKS Prep) by the assigned due date (**11:59 PM**). The first lab instructions and all paper labs can be found from my website. Paper labs should be completed by following the *Assignment Guidelines* and will be collected at the beginning of class on the assigned due dates. **No late labs will be accepted.**
- 15% Homework – Students are expected to complete the homework ONLINE (ConnectMath) before the next session. Online homework is due the assigned dates (**11:59 PM**). **All homework can NOT be worked on after the due dates. The lowest three grades will be dropped at the end of the semester.** Homework questions will be answered at the beginning of each class session.
- 20% Final exam - A comprehensive departmental final exam is REQUIRED for all students at the end of the course (NO EXCEPTIONS). If a student takes all tests, the lowest test grade will be replaced by the final exam grade, provided the final exam has a higher grade. This replacement will not take place if a student is found guilty of cheating on an exam.

Bonus/Extra Credit – You have several chances to earn bonus/extra credit added to each module test. All extra credits are due **the assigned dates**. Please refer to the *Class Schedule* for due dates.

- 1) **Module Test Review** – In order to receive 5 points for each module test, you must complete all online module test review problems with a grade of 100 by 11:59 PM on the day before taking the module test.
- 2) **Math Lab Tutoring** – You will be able to receive 2 extra points if you utilize Math Lab (any CCCCD campus) more than five hours total before each module test. Please submit a record of Math Lab Tutoring hours or “*Math Lab Tutoring Log*” available on my instructor website under “Forms.”

You must master the required content to pass. Your grade will be based on attendance, homework, labs, and tests. The grading scale for this course will be:

<u>Percentage</u>	<u>Grade</u>
90 – 100%	A
80 – 89%	B
70 – 79%	C
60 – 69%	D
0 – 59%	F

**Grading Policy:** All graded papers **MUST** follow the *Assignment Guidelines*. All graded papers are returned to students and the student is expected to keep those graded papers in a folder or binder; do not ask the instructor for grades.

**Course Withdrawal Policy:** The goal is for you to successfully complete this course and to be prepared to successfully complete subsequent course(s). Prior to withdrawing from this class, please meet with me to discuss your progress and to learn about the support services provided at Collin to help you succeed. **See the current *Collin Registration Guide* for the last day to withdraw. If you simply stop attending and do not withdraw from this course, you will receive an F.**

**Course Drop Limit Provisions:** Students who enroll for the first time during the fall 2007 semester, or any subsequent semester, are subject to the course drop limit of six course drops. This includes any course a transfer student has dropped at another institution. Collin College will not begin to count dropped courses until the fall 2009 semester. For more information, please contact Academic Advising or the Admissions and Records Office on any campus.

**CELL PHONE POLICY:** All electronic devices (including cell phones, laptop computers, iPods, MP3, etc.) must be turned OFF and stored out of sight during class. Students who are using any electronic devices for text message, IM, email, and etc. during the class time will be asked to leave the class without returning for the remaining day, considered absent for that class meeting. Work completed on a major exam will be graded with unanswered problems counted as wrong. Students will also be reported to the Dean of Students Office (DOS) at the second offence. If an emergency arises which necessitates the use of a cell phone, the student needs prior approval.

**See the current *Collin Student Handbook*.**

- Notes:**
- (1) The instructor reserves the right to make changes to this syllabus during the semester. Changes will be provided in writing during class hours.
  - (2) With the exception of a calculator, all electronic devices are to be switched off during class, unless an exception is obtained from the instructor in advance.
  - (3) Please see: <http://www.collin.edu/collegesurvival/> for a listing of available college support resources.

### **Student Responsibilities:**

1. Attend class and be aware of announcements made in class.
2. **Inform instructor of late arrival at the conclusion of that class and be sure it is noted.**
3. Understand the syllabus, especially attendance, grading, test, and cell phone policies.
4. Take care of personal needs before or after class.
5. Arrange for appropriate child care when needed—children are not allowed in class.
6. Show all your work on class work and tests. Partial credit may be given for correct work shown.

### **ADDITIONAL INFORMATION**

A. College rules do not permit you to eat, drink, or use tobacco in the classroom.

#### **B. Hints for success in this class:**

1. Be on time for class.
2. Read the sections BEFORE we discuss them in class. Have your questions ready!
3. Do all your assignments as soon as you can after class.
4. Plan to spend **6 – 9 hours per week outside of class** studying, completing homework, and preparing for tests. This is **2 – 3 hours** outside of class for **every hour in class**.
5. If you don't understand a topic, get help ASAP.

#### **C. Getting Help:**

1. The **Math Lab (F148)**, phone # 972-377-1639): free tutoring and computer access
2. **ACCESS Office (F118)**, phone # 972-377-1785): free group and online tutoring available
3. **Instructor (LH125)**, phone # 972-377-1535): I am also available to meet with you during my office hours or other times by appointment.
4. The **Review of Prerequisites**: Chapter **R** in your textbook offers a review of basic algebra. It is assumed all students are proficient in this material.
5. **Graphing Calculator assistance:**
  - TI-83/84 Study Skills Seminars
  - “Calculator Functions” Study Sheet (available from instructor)
  - Useful websites: [http://www.prenhall.com/divisions/esm/app/calc\\_v2/](http://www.prenhall.com/divisions/esm/app/calc_v2/)  
<http://mathbits.com/MathBits/TISection/Openpage.htm>
6. A **ConnectMath** course has been setup for this course. It provides on-line assistance with tutorials and videos for each section of the textbook. The ConnectMath software may be purchased in the college bookstore and the course access code is available from the instructor.

**Collin College Academic Policies:** Please refer to the current *Collin Student Handbook*.

**Religious Holy Days:** In accordance with section 51.911 of the Texas Education Code, the college will allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time. A copy of the state rules and procedures regarding holy days and the form for notification of absence from each class under this provision are available from the Admissions and Records Office. Please refer to the current *Collin Student Handbook*.

**Academic Ethics:** Every member of the Collin College community is expected to maintain the highest standards of academic integrity. Collin College may initiate disciplinary proceedings against a student accused of scholastic dishonesty. Scholastic dishonesty includes, but is not limited to, statements, acts, or omissions related to applications for enrollment or the award of a degree, and/or the submission of one's own work material that is not one's own. Scholastic dishonesty may involve, but is not limited to, one or

more of the following acts: cheating, plagiarism, collusion, use of annotated texts or teacher's editions, use of information about exams posted on the Internet or electronic medium, and/or falsifying academic records. While specific examples are listed below, this is not an exhaustive list and scholastic dishonesty may encompass other conduct, including any conduct through electronic or computerized means:

**Plagiarism** is the use of an author's words or ideas as if they were one's own without giving credit to the source, including, but not limited to, failure to acknowledge a direct quotation.

**Cheating** is the willful giving or receiving of information in an unauthorized manner during an examination; collaborating with another student during an examination without authority; using, buying, selling, soliciting, stealing, or otherwise obtaining course assignments and/or examination questions in advance, copying computer or Internet files, using someone else's work for assignments as if it were one's own; or any other dishonest means of attempting to fulfill the requirements of a course.

If a determination of cheating is made by the Dean of Students Office:

1. A grade of zero will be assigned for the first offense.

2. A course grade of "F" will be assigned for the second offense.

**Collusion** is intentionally or unintentionally aiding or attempting to aid another in an act of scholastic dishonesty, including but not limited to, failing to secure academic work; providing a paper or project to another student; providing an inappropriate level of assistance; communicating answers to a classmate about an examination or any other course assignment; removing tests or answer sheets from a test site, and allowing a classmate to copy answers.

In cases where an incident report has been filed for alleged violation of scholastic dishonesty, faculty are requested to delay posting a grade, for the academic work in question, until the Dean of Student's Office renders an administrative decision of the case. Students found responsible for scholastic dishonesty offenses will receive an authorized disciplinary penalty from the Dean of Students Office. The student may also receive an academic penalty in the course where the scholastic dishonesty took place. The professor will determine the appropriate academic penalty. **See the current *Collin Student Handbook* for additional information.**

**MATH 1314**  
**Tentative Class Schedule**

Week	Date	Sections	HW/Labs Due	Notes
1	8/27	Introduction		Bring Calculators to <u>each</u> class meeting
1	8/29	2.3 Functions and Relations	Lab 1 <u>ALEKS Initial Assessment</u> (9/4)	*Pre-class Assignment: 2.3 Notes: Pg 1
2	9/3	<b>Labor Day Holiday (ALL CAMPUSES CLOSED)</b>		
2	9/5	1.6 More Equations and Applications 2.6 Transformations of Graphs	HW 2.3 (9/8)	<u>Printed Syllabus</u> due *Pre-class Assignment: 2.6 Notes: Pg 1-5 all 6 graphs
3	9/10	2.6 Transformations of Graphs	HW 1.6 (9/11)	<b>Census Date (9/10)</b>
3	9/12	2.7 Analyzing Graphs of Functions and Piecewise-Defined Functions	HW 2.6 (9/15)	
4	9/17	2.8 Algebra of Functions and Function Composition	HW 2.7 (9/18)	*Pre-class Assignment: 2.8 Notes: Pg 2
4	9/19	2.8 Algebra of Functions and Function Composition	Lab 1 <u>ALEKS Prep</u> (9/21) HW 2.8 (9/22)	
5	9/24	<b>Test 1 (Sec. 1.6, 2.3, 2.6, 2.7, 2.8)</b>		Test 1 Extra Credit due
5	9/26	3.1 Quadratic Functions and Applications	Lab 2 (9/26)	
6	10/1	3.2 Introduction to Polynomial Functions	HW 3.1 (10/2)	
6	10/3	3.3 Division of Polynomials and the Remainder and Factor Theorems	HW 3.2 (10/6)	
7	10/8	3.3 Division of Polynomials and the Remainder and Factor Theorems	HW 3.3 (10/9)	
7	10/10	3.4 Zeros of Polynomials	HW 3.4 (10/13)	
8	10/15	3.5 Rational Functions	HW 3.5 (10/15)	
8	10/17	<b>TEST 2 (Chap. 3)</b>		Test 2 Extra Credit due <b>Last Day to Withdraw (10/19)</b>
9	10/22	4.1 Inverse Functions	Lab 3 (10/22)	

**MATH 1314**  
**Tentative Class Schedule**

9	10/24	4.2 Exponential Functions	HW 4.1 (10/27)	*Pre-class Assignment: 4.2 Notes: Pg 1-2
10	10/29	4.3 Logarithmic Functions	HW 4.2 (10/30)	
10	10/31	4.4 Properties of Logarithms	HW 4.3 (11/3)	
11	11/5	4.5 Exponential and Logarithmic Equations	HW 4.4 (11/6)	
11	11/7	4.6 Modeling with Exponential and Logarithmic Functions	HW 4.5 (11/9) HW 4.6 (11/10)	
12	11/12	<b>TEST 3 (Chap. 4)</b>		Test 3 Extra Credit due
12	11/14	6.1 Solving Systems of Linear Equations Using Matrices	Lab 4 (11/14)	
13	11/19	6.1 Solving Systems of Linear Equations Using Matrices 6.2 Inconsistent Systems and Dependent Equations	HW 6.1 (11/20)	
13	11/21	<b>Thanksgiving Holiday (All Campuses Closed)</b>		
14	11/26	8.1 Sequences and Series 8.2 Arithmetic Sequences and Series	HW 6.2 (11/27)	
14	11/28	8.2 Arithmetic Sequences and Series 8.3 Geometric Sequences and Series	HW 8.1 (12/1)	
15	12/3	8.3 Geometric Sequences and Series	HW 8.2, 8.3 (12/3)	
15	12/5	<b>TEST 4 (Chap. 6 &amp; Chap. 8)</b>	Lab 5 (12/5)	Test 4 Extra Credit due
16	12/10	<b>No Class</b>		
16	12/12	<b>Comprehensive Final Exam for Math 1314.PO6 (1:00PM - 3:00PM)</b>		<b>In-class Final</b>

Please find all lab information from my website.

Lab #	Sections
Lab 1	Prep for College Algebra
Lab 2	Chap 2
Lab 3	Chap 3
Lab 4	Chap 4
Lab 5	Chap 6 & 8