# MAT 037: Introduction to College Algebra

# Section 400 Spring 2022

# Course Syllabus

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## Welcome Message

Welcome to Introduction to College Algebra!

I’m excited to spend the next 10 weeks with you! In this class, you will study intermediate algebra topics supporting the skills required for College Algebra. Topics include linear, rational, radical, quadratic, exponential and logarithmic equations and functions; systems of linear equations; graphing linear and non-linear functions; and inequalities.

Why are you taking this course? The obvious answer is to prepare you for credit level math, most likely MAT 137. The algebra skills you will learn in this class are the foundation that you need to be successful in your credit math course. Additionally, most careers will require you to have critical thinking skills and attention to detail, which these classes will help develop. So please make sure that your work always represents your own understanding of the material.

Successful learning in this course also requires reading and written communication skills. If you have difficulty reading a document this long or making sense of the information it contains, then learning from videos and a textbook might not be the best choice for you. Even though we are learning remotely this semester, there are other formats which might be better for your learning style. You can still be successful in this course, but please recognize that you will need to put time and effort into reading the textbook, watching videos, and taking notes.

As an educator who cares for all students and respects our college’s core values of equity and inclusion, I value the diverse backgrounds and perspectives that you bring to our course. I have high expectations for all students, and I will provide a multitude of resources to support the well-being and academic needs of each student. I intend to provide materials and activities that are respectful of diversity: race, color, ethnicity, national origin, culture, age, socioeconomic status, religion, gender, sexuality, marital status, disability, genetic information, and veteran status. Your input in the course is valuable and your suggestions about how to improve the course for you personally or any other students or groups is appreciated. For example, if any of our class meetings conflict with your religious events, please let me know so that we can make arrangements for you.

I look forward to a fun and productive ten weeks with you!

* Professor Calise

## COVID-19 Statement

AACC is aware of the impact of COVID-19 on its students, faculty, staff, and community. As your instructor, I will work with all students who are directly impacted by COVID exposure and related illnesses allowing them the opportunity to make up any missed work as reasonable and appropriate under the circumstances. If you are experiencing difficulties in your classes as a result of COVID-19 or for any other reason please contact me as soon as possible so that options can be discussed.

## Instructor Information

**Professor:** Professor Anthony Calise

**Email:** [acalise2@bcps.org](mailto:acalise2@bcps.org) “or” [ajcalise@aacc.edu](mailto:ajcalise@aacc.edu)

**Virtual Tutoring/Office Hours:** M & TH (8:30pm – 9:30pm)

Feel free to stop by during virtual tutoring hours – no appointment necessary. If these times conflict with your schedule, let me know and we can schedule an appointment at another time

## Course Information

### Course Dates

6/16 – 8/15 (M & TH 7:00-8:00pm)

### Course Format

This is an online sync course. There are face-to-face meetings (Tests and the Final Exam will be completed in the Testing Center), but you must be sure to schedule enough time in the week to complete your course work.

You may require more than 6 hours per week, but you should not expect it will take less. You will spend this time watching videos and PowerPoints, taking notes, completing homework, completing checkpoint assignments, writing discussion posts, studying, asking questions,

### Course Description

In this course you will study intermediate algebra topics supporting the skills required for College Algebra (MAT 137). Topics include linear, rational, radical, quadratic, exponential and logarithmic equations and functions; systems of linear equations; graphing linear and non-linear functions; and inequalities. A brief review of beginning algebra topics is also included.

### Prerequisites

Achieve an appropriate score on the Mathematics Placement Test, or completion of MAT 011 or MAT 036 with a grade of at least C, or successful completion of an approved mathematics preparation course.

### Learning Outcomes

This list of topics represents the math department’s overall goals for you. Each item on a graded assignment in Modules 1-5 directly relates back to one of these objectives.

By the end of this course, you will be able to:

1. Perform basic operations with polynomial, rational, radical, logarithmic, and exponential expressions.
2. Solve linear, quadratic, and rational equations.
3. Solve systems of linear equations.
4. Use function notation and basic terminology associated with functions.
5. Graph linear functions.

### MAT037 Learning Path

Taking an online math class can be very hard. For some people, they feel very alone and that they are ‘teaching themselves.’ Even though we will not be meeting as a class, you are not alone. In order to successfully complete the course, we have laid out a plan for you to learn and work through the materials in each Module:

#### MyLab Math Homework

After you’ve taken notes on a given section, go to your MyLab Math assignments and start completing the homework for that section. Make sure you have your notes next to you as you work through the problems. If you are having difficulty on a particular problem, post that question in the Discussion section of your course.

### Required Materials and Services

#### Computer and Internet Access

This section of MAT 037 is online, and therefore requires extensive computer use. In order to successfully complete the course, you must be able to have regular access to stable internet and a computer or tablet.

If you do not have access to these resources, they are available for rent through the library <https://libguides.aacc.edu/coronavirus> and some may be available through Financial Aid.

Please contact your advisor for more information on using Financial Aid.

For more information about resources for online learning, visit the VC (Virtual Campus) Orientation site via the link found on the main navigation menu in the course.

#### MyLab Math Access Code

When you purchase a MyLab Math access code, you will gain access to the e-textbook, video lessons, homework, and the quizzes. For more information about how to purchase the access code and register in MyLab Math, see the Canvas assignment “**Registering for MyLab Math.**” YOU MUST REGISTER THROUGH OUR COURSE IN CANVAS!

IMPORTANT: When you log on to MyLab Math for the first time, you may use a 14-day trial period of access. After this trial period, you must have a purchased access code to continue working.

#### Textbook

Intermediate Algebra (7th edition) by Blitzer. Published by Pearson Education, Inc. (Prentice Hall). (Available as an e-textbook or as a hard copy)

#### Calculator

Your work in this course will require the use of a TI-83+ or TI-84+ calculator. If you have a calculator different than the TI-83/+ or TI-84/+, **please speak with me during the first week of class to check if your calculator is acceptable.** When you are taking an exam, you may not use any calculator that uses a Computer Algebra System. (For example, you may not use a TI-89, TI-92, or TI-Nspire.) Cell phones, tablets, laptops, and watchesmay notbe used as a calculator on exams.

#### Binder and Lecture Notes

Reading a math textbook is very different than reading a novel— in order to successfully follow a math textbook or video, you must read with a pencil and paper at hand. With that in mind, we have provided you with a template for your written notes which will help you read the textbook or watch the videos by keeping your notes organized. (OPTIONAL)

## Grading Policies and Expectations

### Graded Assignments and Learning Activities

#### Introductory Assignments

These will be Canvas Assignments available in Module 0: Getting Started, requiring you to read the syllabus and get to know our course. (Not Graded, but will help familiarize yourself with the course)

#### MyLab Math Homework

MyLab Math (MLM) is the interactive website supporting our course textbook where you can access mini-video lectures, the e-book, practice problems, and complete graded homework problems which are keyed to each section in the textbook. See the “Registering for MyLab Math” Canvas assignment for details on how to enroll in our MLM course.

Please explore the e-text and other features of MLM, such as videos and study plan for extra support and practice.

If you experience difficulties with MLM, click on “Help” in the upper right-hand corner of the page. Here, you can search for answers to your question. If you do not see a solution, click the “Get help” link and select “Contact Pearson Support.” Though the issue may be “out of my hands”, please also email me immediately so that I am aware there is a problem.

For more information, please see **Getting Started in** **MyLab Math** in the Introductory Assignment: Registering for MyLabMath.

#### Quizzes

There will be 5 quizzes worth 30 points each.

Quizzes will be taken on your own time and the work must be shown and uploaded as an attachment in an e-mail.

Your grade for each quiz will be determined **entirely by the written work you submit.**

The only allowed resource for quizzes is a TI-83/84 + calculator. All other materials (books, notes, apps, internet, persons, etc.) are not allowed and considered a violation of the Academic Integrity Policy.

#### Proctored Assessments

Throughout the semester, you will be tested on material covered in the Canvas course, including Lessons, MyLab Math Practice Assignments, and MyLab Math Quizzes. There will be 2 tests, and at the end of the semester, you will have a Final Exam (see descriptions below). Test open and close dates can be found on our Course Calendar. These tests are all closed notes, so you will not be allowed to use your notes, your cell phone, or any other study aids. You will only be permitted to bring a photo ID, pen/pencil, and your TI 83/84 calculator.

All tests, including the Final Exam, will be taken at an AACC Testing Center. You can take your tests at the Arnold Campus Testing Center (this is the default option), the Arundel Mills Testing Center, or the Glen Burnie Town Center Testing Center. You will provide information about your preferred testing location in your Student Inventory assignment in Module 0. If you do not choose a testing center, your tests will be sent to the Arnold Campus Testing Center.

Students out-of-State, overseas, or otherwise unable to travel to an AACC Testing Center: Contact your instructor right away to discuss your circumstances. AACC may be able to help you locate an approved testing center near you.

##### Tests

There will be two proctored tests throughout the course.

If you know ahead of time that you will be unable to take a test during the specified window for a valid reason, contact your instructor as early in advance as possible. Arrangements may be made to take one test early.

The following is a list of tests and the Lessons each test will cover:

Test 1: Modules 1 and 2

Test 2: Modules 3 and 4

Module 5 is not covered on these tests but is covered on the Final Exam (along with the rest of the course material, see the description of the Final below).

You are allowed one attempt on each exam. This is an opportunity to develop your study skills, and testing strategies, prior to taking the comprehensive final exam.

Your test grades can be viewed in Canvas with a turn-around time of approximately 72 hours (Mon. - Fri.).

##### Comprehensive Final Exam

The Final Exam is mandatory and comprehensive (covers all course material), and counts for 30% of your overall grade.

If you know ahead of time that you will be unable to take the final exam during the specified window for a valid reason, arrangements may be made to take the exam early.

You are allowed one attempt at the final exam. This is an opportunity to develop your study skills, and testing strategies, prior to taking a credit level math course.

Your final exam grade can be viewed in Canvas with a turn-around time of 48 hours (Mon. - Fri.).

### Grade Distribution

| Assignment | Weight (%) |
| --- | --- |
| MyLab Math Practice Assignments | 15% |
| Quizzes | 15% |
| Proctored Exams (20% each) | 40% |
| Cumulative Final Exam | 30% |

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### Grading Scale

| Grade | Percentage Points |
| --- | --- |
| A | 90% to 100% |
| B | 80%-89.9% |
| C | 70%-79.9% |
| F | Less than 70% |

**Please Note:** A grade of C or higher is required to enroll in MAT 137 Introduction to College Algebra

### Course Schedule

Refer to the Course Schedule, found in Module 0. For full assignment details and directions, refer to each module of the course.

### Technical Support

For technical assistance, contact the Technical Call Center, 410-777-4357 (410-777-HELP) or email at [helpdesk@aacc.edu](mailto:helpdesk@aacc.edu)

For hours of operation, visit the [AACC Technology Services webpage](http://www.aacc.edu/resources/technology/)

## Additional Course Expectations and Guidelines

### Academic Integrity

In this particular class, academic integrity means that any work you turn in as part of a graded assignment should be your own work and represent your own understanding of the material.

In MAT037, websites and apps such as Mathway and Wolfram Alpha, which complete math problems for you, are not allowed. While you are working on note-taking, practice assignments, quizzes, and tests, you may only use allowed resources to show your mathematical computations.

For more information, please see **Module 0: Academic Integrity in MAT 037**

### Netiquette

Netiquette refers to a set of guidelines for online communication. Please adhere to the following guidelines for any communication within this class:

* Use appropriate language and tone. This means to always show respect and consideration for everyone in the class. Please remember that it is difficult to convey tone in online communication.
* Use punctuation and correct grammar when posting discussions.
* Respect the privacy of your classmates. Do not share discussion posts or any other communication with anyone outside of this class.

### Best Practices for Learning Success

**Read, watch, and practice the material**: You are expected to learn by reading the textbook, watching videos, and completing the homework problems. Doing daily homework is an extremely important part of the formula for success in any mathematics course.

**Record detailed notes and keep your binder organized**: You are expected to keep a record of what you have learned in this course in order to look back on it while completing assignments, studying for the tests and Final Exams, and when taking MAT 137. You are currently developing the foundation upon which your credit-level math courses will build. Take this time to build a strong foundation.

**Take time for this class and be engaged:** You are expected to intentionally set aside specific times to work on your math. You should try to have these work sessions every day if possible. Keep this time as distraction free as you can. Put away any electronic devices other than the one being used to access your coursework. Stay on task during each work session. Your cell phone, Facebook, Snapchat, Sports games, texting, etc. can wait. Your success in this course depends on your level of commitment to learning.

### Communication

Be sure to check your Canvas email and course announcements on a regular basis (at least once every two days) to be up-to-date on any announcements or due dates for our course as well as conversation messages sent from the instructor.

Because the pace of this course moves so quickly, I will respond to your emails within 24 hours (M-F) and request that you respond to mine with 48 hours (M-F). Although I will try to check these on the weekend, I cannot guarantee you will receive a response in a timely manner. As a result, do not wait until the last minute to contact me if you have any questions, or a problem that needs solving. Communication through email, announcements, and discussions are vital to any online classroom.

### Expected Workload

You are investing your time, energy, and money in this course. To get the best return on this investment, you need to carefully budget your math time. On average, successful students spend 5-7 hours a week working on this class (outside of classtime)

More important than how MUCH you study is HOW you study. Studying is a skill that takes practice just like learning how to play the piano or shoot a basketball. Dedicate time to reading the textbook, watching videos, taking notes, studying and re-doing problems in your notes, working (and re-working) MyLab Math problems, doing exam reviews, and preparing for exams.

If you are putting in the time but are not seeing the results you want, feel free to ask me for tips to boost study efficiency.

More information about study skills including time management techniques can be found at: http://ola2.aacc.edu/vc/timemanagement/TimeManagementWebShop/

Remember your future is worth every minute!

*I reserve the right to make changes to the class policies contained in this syllabus at any time.*

*All changes will be announced and posted in Canvas*

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### Getting Help

Please do not hesitate to seek help promptly when you need it! Each piece of new material builds on what has been presented before. Here are some of the resources that are available to you:

My tutoring hours, listed on the first page of the syllabus, are available to everyone, no appointment necessary. If you aren’t available during any of my tutoring hours, send me an email suggesting a time that we can meet. Please be able to share your screen or your work when you come to tutoring hours.

You are both welcome and encouraged to form a study group with your peers in this section of 037 or in any other section.

Math Tutoring Labs, staffed by faculty and peer tutors, are located in the Virtual Math Tutoring Center (VMTC). In order to access the virtual tutoring lab, you must first enroll in the VMTC (in the Getting Started Module). Once you are enrolled, you will be able to use the link on the home page to access the tutoring schedule and links to each tutor.

You also have access to free one-on-one tutoring with another student who has successfully passed 037 in a previous semester. Tutoring is FREE to all AACC students currently enrolled in the course for which they are requesting a tutor. Students are eligible to receive up to 10 hours of one-on-one or small group tutoring per course. https://www.aacc.edu/resources/academic-services/tutoring/

AACC also provides access to www.smartthinking.com which is an online tutoring service. You can access information about Smartthinking.com using the Student Resources tab of the MYAACC web portal.

### Getting Help Beyond This Course

Any student who faces challenges securing their food, transportation, housing or course materials and believes this may affect their performance in this course, is urged to contact the Office of the Dean of Student Engagement for assistance. Please email studenthelplink@aacc.edu or call 410-777-2511.

For more information please see **Module 0: Non-Academic Support and AACC COVID Response**

## College Academic Policies

### Emergency College Closure

If an emergency arises that causes the college to be closed, the planned activity or assignment for that day will occur or be due the next day that classes resume on campus. Faculty and students are required to meet deadlines that occurred prior to the emergency, but are not required to meet previously established deadlines during the time the College is closed. Students are strongly encouraged to continue with coursework during a closure to the degree possible, as assignment timelines may be compressed upon the reopening of the college.

For closure information, students can check [www.aacc.edu](http://www.aacc.edu), and can sign up for text message alerts using the [Stay Informed with Campus Alerts web page](https://www.aacc.edu/campusalerts/). If class is cancelled because of an emergency college closure, please check your course in Canvas for possible announcements.

For spring semesters only: Be aware that there are two days in the Spring Academic Calendar set aside for making up instructional time if needed. Depending on how much class time is missed throughout the semester due to unscheduled college closures, the class may meet during those days. If extra instructional time is not needed, those days can be used to prepare for final exams. The specific days designated for this purpose are the Monday and Tuesday following the end of classes, with final exams beginning the Wednesday immediately after.

### Academic Integrity Policy

Anne Arundel Community College, with a central mission of producing learning and a belief that individuals be given the opportunity to fully develop their potential, is committed to upholding rigorous and fair standards of student learning and achievement. Achieving successful student learning is dependent upon a dedication to academic integrity on the part of all members of the college community. Without academic integrity, students gain unfair advantage over others and impede their own development.

In support of this aim, Anne Arundel Community College requires all students to exhibit academic integrity in all their academic work. A culture of academic integrity, a unifying principle in this and all academic communities, is built upon respect for others’ work, commitment to doing one’s own work, and intolerance for academic dishonesty in all its forms. For more information, visit the [AACC Catalog webpage](https://catalog.aacc.edu/) and select Academic Regulations from the menu on the left.

### Student Conduct Policy

Students shall at all times conduct themselves in a manner that demonstrates mutual respect and courtesy, displays appropriate standards of behavior, and refrains from any actions or in actions that impinge on the rights of others or disrupt the teaching and/or learning process or the operations of the college. A student found in violation of this policy or any other College policy shall be subject to appropriate sanctions in accordance with the student conduct procedures. The full text of the policy is available on the college’s [AACC Policies webpage](https://www.aacc.edu/policies/) and in the Student Handbook and College catalog.

### Acceptable Use of Information Technology Resources Policy

This policy governs the acceptable use of the college information resources by anyone. This policy applies to students enrolled in this course at any time they are using college resources. The goal of the usage policy is to encourage an environment of learning in which all students can interact in an open, legal, and ethical manner. The full text of the policy is available on the [AACC Acceptable Use of Technology Resources Policy webpage](https://www.aacc.edu/policies/acceptable-use-of-technology-resources-policy/) procedures that implement the policy are available on the [AACC Acceptable Use of Information Technology Resources Procedures](https://www.aacc.edu/policies/acceptable-use-of-information-technology-resources-procedures/).

### Notice of Nondiscrimination (updated: April 10, 2017)

AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 compliant institution. Call Disability Support Services, 410-777-2306 or Maryland Relay 711, 72 hours in advance to request most accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30 days’ notice. For information on AACC’s compliance and complaints concerning sexual assault, sexual misconduct, discrimination or harassment, contact federal compliance officer at 410-777-1239 or [complianceofficer@aacc.edu](mailto:complianceofficer@aacc.edu) or the Title IX coordinator at 410-777-2256, or Maryland Relay 711.

### Americans with Disabilities Act Policy (updated October 18, 2018)

The Disability Support Services Office (DSS) provides equal access to educational opportunities for qualified students with disabilities. Students interested in course accommodations must provide relevant documentation in order to receive accommodations. For information, please contact the Assistant Director for DSS, at 410.777.2306, email [dss@aacc.edu](mailto:dss@aacc.edu) or visit the [Disability Support Services webpage](http://www.aacc.edu/resources/disability-support-services) Deaf and hard of hearing students can reach the office by calling Maryland Relay 711 or by emailing [dss@aacc.edu](mailto:dss@aacc.edu).

Class Expectation/Instructional Hour (Statement on Study Time)

A minimum expectation is that for every hour spent “in class,” as defined by your instructor, you should plan to spend at least two hours “out of class” in preparation. Your instructor or the class may require additional time. More important than how MUCH should someone study is HOW should someone study. Studying is a skill, and if students have not developed that skill, they may still struggle regardless of how much time they study. More information about study skills including time management techniques can be found at the [AACC Time Management Webshop presentation](http://ola2.aacc.edu/vc/timemanagement/TimeManagementWebShop/story_html5.html)

For a complete list of all college policies, visit [AACC Policies webpage](https://www.aacc.edu/policies/acceptable-use-of-information-technology-resources-procedures/)

For a complete list of academic regulations, visit the [AACC Catalog webpage](http://catalog.aacc.edu/) and select Academic Regulations from the menu on the left.

### Learner Support Services

Any student who faces challenges securing their food, transportation, housing or course materials and believes this may affect their performance in this course, is urged to contact the Office of the Dean of Student Engagement for assistance. Please email [studenthelplink@aacc.edu](mailto:studenthelplink@aacc.edu) or call 410-777-2511.