



Syllabus, Fall 2023

MAC 1140, PreCalculus Algebra

T,TH 8:00am - 9:15am

Face-To-Face Instruction, SA-236, Section 9

WELCOME

Hello and Welcome to PreCalculus. This course is designed to introduce you to concepts that will help you prepare for Calculus with Analytic Geometry. You will be introduced to these topics using a computer package called MyMathLab. With that being said, to ensure that you get off to the right start please take some time to thoroughly and thoughtfully read through this Syllabus and when you are ready to get started then complete the User Agreement in MyMathLab (MML) so that you can unlock the remaining course materials in MML. It is advisable that you always keep this **Syllabus** and the **Assignment Due Dates** schedule handy so that you are familiar with the policies and deadlines for this course. Finally, should you run into any difficulties throughout the semester then please don't hesitate to contact me... I care about your success and I'm here to help! Let's have a wonderful semester!! Click on [How to Be A Successful Student](#), which provides important college policies, success factors, student expectations, and more.

ACADEMIC DEPARTMENT . INSTRUCTOR

Name: Rodney Perry

Email: perry.rod@spcollege.edu

Use Mycourse email to contact me.

Campus Location: St Pete Gibbs Campus

DEAN

Name: Jimmy Chang

Office Location: SA 215B (St. Petersburg/Gibbs Campus)

Office Phone Number: 727-341 - 4305 Email: Chang.Jimmy@SPCollege.edu

ACADEMIC CHAIR

Name: Nydia Nelson

Office Location: Enter academic chair campus and room number here

Office Phone Number: 727-614-7274

Email: nelson.nydia@spcollege.edu

WEBSITE

URL: <http://www.spcollege.edu/math/>

COURSE INFORMATION:

Prerequisite & Course Description: MAC 1105 or appropriate score on mathematics placement test or program director approval. This class may be taken concurrently with MAC 1114. Major topics include: polynomial, rational and other algebraic functions, their properties and graphs; polynomial and rational inequalities; exponential and logarithmic functions, their properties and graphs; piecewise-defined functions; conic sections; matrices and determinants; sequences and series; mathematical induction; binomial theorem and applications. Credit is not given for both MAC 1140 and MAC 1106 or MAC 1140 and MAC 1147. 47 contact hours.

Major Learning Outcomes/Course Objectives:

1. The student will evaluate various types of mathematic functions by:

- a. Determining the properties and graphs of polynomial functions.
- b. Determining the properties and graphs of rational functions.
- c. Determining the properties and graphs of exponential functions.
- d. Determining the properties and graphs of logarithmic functions.
- e. Graphing piecewise-defined functions.

2. The student will apply the properties of conic sections

- by:**
- a. Graphing circles.
 - b. Graphing an ellipse.
 - c. Graphing a hyperbola.
 - d. Graphing a parabola.

3. The student will apply critical thinking and problem solving strategies by:

- a. Solving and graphing polynomial and rational equations and inequalities.
- b. Solving systems of equations using matrices and determinants.
- c. Determining specific terms of arithmetic and geometric sequences and sums of series.
- d. Using mathematical induction to prove a given statement.
- e. Using the binomial theorem to expand binomials.
- f. Solving application problems that involve solving a system of equations.
- g. Solving application problems that involve exponential and logarithmic growth and decay.

LEARNER SUPPORT

View [Free Tutoring](#) site. SPC offers free tutoring on all Campuses. See their website for location and hours:

<https://mycourses.spcollege.edu/d2l/le/content/75332/Home?itemIdentifier=D2L.LE.Content.ContentObject.ModuleCO-8801991>

Tutor.com is 24 hours a day, 7 days a week. <https://mycourses.spcollege.edu/d2l/home/75332>

View the [Accessibility Services](#) site.

View [Free Tutoring](#) site.

View the [Academic Support](#) site. View the [On-Campus and Online Support](#) site. View the [Student Services](#) site.

REQUIRED TEXTBOOK & OTHER RESOURCE INFORMATION

Required Textbook

This course is part of the **First Day™ Inclusive Access Program**. **First Day™** is a partnership between Barnes & Noble College, SPC and the Publisher to bring your course materials to you through MyCourses at a discounted price.

If you purchased the eBook elsewhere you can Opt-Out [as described below]. You will need the eBook to complete assignments in this class.

- With First Day™ you are prepared with immediate access™ to your required materials on the first day of class.
- You have the option to opt out of the program within the first week of class if you want to purchase your materials elsewhere. Opting out of the program is likely to cause you to pay a higher rate. **The Opt-Out date is 10 days after the first day of class.**
- The materials that are accessed through My Courses are **NOT** included in your tuition.
- If you do not click on the button to opt out as described in the First Day Opt-Out document [below], SPC will bill your student account at the First Day price **after the Opt-Out deadline passes-approximately 2 weeks after your class starts**. This will show as a bookstore charge. You will pay this to the SPC business office.
- If you are using a 3rd party vendor for your course materials such as Chapter 31, Vocational Rehabilitation, Dual Enrollment, etc. we will bill the 3rd party vendor for you.
- First Day™ course materials are digital versions of the physical textbook that may include additional educational resources such as workbooks, problem sets, tutorials, video, simulations, and interactive software. Digital textbooks have many features that allow you to interact with your course content like never before. Depending on the course materials used, features may include highlighting, annotation, search functions, and multimedia links. All First Day™ materials are easy to access through MyCourses.
- First Day™ materials are accessible through the internet, so it goes where you go, on whichever device you want. Please note that for Pearson courseware (MyLab Math) you must activate your enrollment in your Pearson courseware section [with your username/password or by creating a new account] within the first week of class. Failure to complete this step may result in hitting a “paywall” in the future – even though you remained in the First Day Program.

Access your Pearson courseware directly through the **MyLab Math** below. If you have not done so already, please unlock the course materials/modules by scoring a 100% on the User Agreement.

[First Day Student Guide for MyLab.pdf](#)

Required Calculator: The Texas Instruments **TI-83 or TI-84** is the required calculator for this course. **Calculators other than those listed here are NOT PERMITTED.** Please refer to the following links:

View the [College Library](#) site.

STUDENT ASSISTANCE PROGRAM

As an SPC student it's vital that you know Titans Care. You can access resources through SPC's Student Assistance Program (SAP) (<https://mycoursesupport.spcollege.edu/student-assistanceprogram>), a collaborative resource for students with mental health or general life issues. SAP provides help and education in suicide prevention, mental health, substance abuse awareness and more. It is SPC's belief that supporting mental wellness is everyone's charge and that one loss as a result of substance abuse, mental illness, or suicide is one too many. If you or a loved one are considering suicide, please call the National Suicide Prevention Lifeline at 1-800-273-8255.

IMPORTANT DATES

SPC Spring Full Term

Aug.14	Classes Begin
Aug. 16	Last day to add a class
Financial aid deadlines	View all financial aid deadlines
Aug. 18	Last Day to Drop with a Refund
Oct. 28	Last Day to Withdraw with Grade of "W"
Sep. 4	Labor Day
Nov. 10	Veterans Day Observed
Nov. 19 - 25	Final exams

Academic Calendar: <https://www.spcollege.edu/academic-calendar>

ATTENDANCE

The policy notes that each Instructor is to exercise professional judgment and define “active participation” in class (and therefore “attendance”), and publish that definition in each syllabus.

The Instructor will verify that students are in attendance every class meeting. Students will be classified as “No Show” if they do not attend class during the first two weeks they will be administratively withdrawn.

For this class, attendance is defined as: Must be in the classroom on time and respond to emails and/or complete assignments, tests/exams & assessments required by your Instructor as well as completing Assignments (Homework, Reviews, Tests, Quizzes, and Exams) by the required deadlines. We will meet every Tuesday and Thursday from 8:00am - 9:15pm. **Attendance is not optional as this is a 100% Face-to-Face class that meets on Campus.**

60 % Participation policy for this course: If a student fails to complete any combination of the following: one or more of any the assigned Tests/Assessments/Quizzes, and/or misses two or more Homework assignments, and/or misses the Midterm Exam (if there is a Midterm Exam) by their respective deadlines, and/or has 3 or more absences, and/or has a grade of 59% or below, then by the 60% point of the term (circa Oct. 28) the student will be classified as not actively participating which would result in being administratively withdrawn from class with a WF. Please note that a WF will become an F on the students’ transcripts. Students will be able to withdraw themselves at any time during the term up until the last date to withdraw. Students and the Instructor will automatically receive an email notification to their SPC email whenever a withdrawal occurs.

Immediately following the 60% point of the term, each Instructor will verify which students are actively participating in class. Students classified as not meeting the criteria for active class participation will be administratively withdrawn with a “WF”. Please note that if a student is receiving financial assistance and is also categorized as a WF, then the student may be required to pay back some or all financial aid:

<http://www.spcollege.edu/withdrawal>

GRADES & ASSIGNMENTS

Grades of "I" (Incomplete) are **NOT** given in this course. If you do not complete the course by the scheduled final exam date, you will receive an "F" for the course.

Each student course grade will be determined on the following basis:

- Homework in MML: 25%
- Four Chapter Tests (In Class): 50%
- Final Exam (in class): 25%

A: 90 - 100% **B:** 80 - 89% **C:** 70 - 79% **D:** 60 - 69% **F:** 0 - 59%

To encourage students to make every effort to complete their lessons on time, all Assignments are expected to be completed by their respective due dates. **Late work is generally not permitted in this class. In extreme extenuating circumstances (such as hospitalization) for which appropriate documentation has been provided, then it is at the discretion of the Instructor to allow make-up work.** Legal or medical documentation for yourself only can be provided (not a sibling, parent, cousin, friend, best friend, aunt/uncle, grandparent, significant other, pet, etc.)

If you miss any assessment or assignment, a zero score will be recorded for it. Again, a make-up assignments or assessments may be given **ONLY** if you submit appropriate medical documentation to justify an illness of oneself in a timely manner before the assignment/assessment takes place; or appropriate legal documentation is provided for oneself. Once tests are handed back to **any** of my classes (not just your class day/time) there are no make-ups and you will receive a "0" for that test.

Vacations; weddings; work schedules; forgetting or mixing up times/days; commute times - if you live in Tampa, Sarasota, Bradenton, Clearwater, etc.; transportation issues; etc. are not considered valid reasons for missing assignments and are not valid reasons for missing class. The passing or illness of an immediate family member only will be considered as a legitimate excuse – documentation must be provided for these circumstances as well. An immediate family member is defined as a son/daughter, spouse, or parent that you have legal Power of Attorney over their care.

Extra Credit

No extra credit assignments are available. **Extra Credit is not an option for this course.**

State policy specifies that students may not repeat a college credit course for which a grade of "C" or higher has been earned except by appeal to the campus Academic Appeals committee. You may repeat a college credit course one time without penalty. At the third attempt, you will pay the full cost of instruction. The full cost of instruction rate for the academic year is stated in the course catalog. In addition, at the third attempt you may **NOT** receive a grade of "I," "W," or "X," but must receive the letter grade earned. This grade will be averaged into your overall grade point average.

ASSIGNMENTS

Please view **Tentative Daily Schedule and Assignment Due Dates Schedule** module under **Course Content** in MyCourses which lists the tentative daily schedule & tentative due dates for each assignment. In order to gain access to the Homework Assignments and Quizzes in MML, **you must score 100% on the Syllabus Agreement/Acknowledgement Quiz in MML.**

Homework Assignments located in MyMathLab: 25% of Overall Grade

There are a total of twenty-four (24) Homework Assignments spread over the four Chapters that will be covered in this course. They have been set up to encourage Mastery Learning, so you may rework each Homework Assignment in order to get a perfect score (unlimited attempts - the highest score is used to average your overall grade). Each Homework Assignment contains several tools (Help Me Solve This, Skill Builder, Animation, Textbook, and/or Ask My Instructor) for each problem within the assignment. Homework results will automatically update the Study Plans (below). Students can miss or drop the lowest two (2) Homework Assignments at no cost to their overall grade.

Study Plans (located in MyMathLab) 0% of Overall Grade

A Study Plan is a plan that is automatically created by MML & is designed to help you focus on the course objectives that you have not completed successfully in your Homework Assignments leading up to each Mini-Assessment. These Study Plans are not included in your overall grade, but they designed to help you study further & for better comprehension of the material.

Four Chapter Tests in MML, In Class: 50% of Overall Grade

There are a total of four (4) Chapter Tests. in this course according to the Assignment Due Dates Schedule. Each *Chapter Test* will be taken in class & there is *one* (1) attempt for each Chapter Test.

All students with accommodations must provide appropriate documentation if they need special arrangements for testing and must make arrangements for their testing.

St. Petersburg College recognizes the importance of equal access to learning opportunities for all students. Accessibility Services (AS) is the campus office that works with students who have disabilities to provide and/or arrange reasonable accommodations. Students registered with AS, who are requesting accommodations, are encouraged to contact their instructor by the first week of the semester. Students who have, or think they may have, a disability (e.g. learning disability, ADD/ADHD, psychiatric, medical/orthopedic, vision, and/or hearing, etc.), are invited to contact the Accessibility Coordinator (AC) that serves your campus for a confidential discussion. To find your AC for your specific campus, please go to the college-wide Accessibility Services website:

View the [Accessibility Services](#) site.

View the [Academic Support](#) site.

View the [On-Campus and Online Support](#) site.

View the [Services by Campus](#) site.

If you miss one (1) Test, the Final Exam will replace one missed Test.

If you take all 4 ChapterTests, the Final Exam will replace the lowest Test grade only if the Final Exam grade is higher.

Final Exam in Class: 25% of Overall Grade

There will be a cumulative Final Exam according to SPC's Final Exam Schedule. **Final exams**

All students with accommodations must provide appropriate documentation if they need special arrangements for testing and must make arrangements for their testing.

STUDENTS' EXPECTATIONS AND INSTRUCTOR'S EXPECTATIONS

What is expected of every student?

Whether in an online class or a physical classroom, certain behaviors are expected of every student. Students need to contribute to a positive learning/teaching environment, respecting the rights of others and their opportunity to learn. If a student becomes disruptive (e.g.: sending indecent emails to other students and/or the Instructor, submitting inappropriate postings to the Discussion boards) the Instructor may take disciplinary action including removing the student from the class. This ensures that all students in the class have an opportunity to learn. SPC expects students to be honest in all of their academic work. By enrolling at the College, students agree to obey all of the standards of academic honesty and integrity and students should also understand that failing to observe the rules may result in academic and disciplinary action, up to and including expulsion from the College. Please be sure to:

- Thoroughly and thoughtfully read the syllabus and abide by the contents of the syllabus.
- Act in a civil and respectable manner in addressing Instructor and peers.
- Log into MyCourses and/or MML at least 4 times per week.
- Take an active role in this course, participating fully in class.
- Read and respond in an appropriate manner to all faculty emails, News Feed & class discussions.
- Be responsible for raising any questions or seeking clarification about all course materials and assignments.
- Submit assignments on time and complete assessments/exams by the posted dates.
- Have constant access to a computer and reliable internet.
- Immediately seek assistance with assignments and all technical issues.
- Complete the Student Survey of Instruction.
- Become familiar with the College's Academic Honesty Policy.
- Understand that failure to comply with the Academic Honesty Policy may result in disciplinary action.
- Refrain from using you cell phone during class.
- Absolutely no ear-buds are to be used in class.
- Refrain from using laptops, tablets, etc. for anything other than taking notes or using the notes to follow along in class.
- Excessive talking will not be tolerated.

For more information please visit the [How to be a Successful Student](#) link.

What can students expect from the Instructor?

The Instructor will:

- Establish and maintain, with your involvement and help, a safe, comfortable learning environment in which your opinions and thoughts are valued.
- Make meaningful assignments designed to broaden your knowledge and help improve your ability to problem solve utilizing the critical thinking skills developed in the study of Mathematics.
- Respond to all emails within a 48-hour period during the normal business week (Monday through Thursday), or 48+ hours on Holidays/weekends (Friday through Sunday).
- Post grades in a timely manner.

What can students do to be successful in this course?

Students are required to logon to my|Courses on a regular basis to check emails and/or the News Feed, etc. Plan on logging into the course at least 4 times per week so that you can keep up with discussions, announcements and emails, interact with your Instructor and peers, as well as complete Homework Assignments in MML, Assessments in MML, Reviews, and Exams on or before the due dates.

Should you have any questions then please do not hesitate to contact me and I will do my best to point you in the right direction (typically within 48 hours, Mon – Thurs, and 48+ hours on Holidays/weekends, Fri - Sun).

If you are having trouble with a homework question in MyMathLab then please utilize MML's **Help Me Solve This** (HMST), it's an interactive one-on-one virtual tutor that walks you through the very question that's giving you trouble step-by-step until you arrive at the correct solution, and it provides feedback along the way (it's absolutely awesome).

A work-around to HMST is MML's **Skill Builder**. It takes you to prerequisite questions that lead up to the question that's giving you trouble. It helps re-enforce objectives that have already been covered, but that you may have forgotten.

You can also **View an Example**. MML's **View an Example** shows you an example similar to your problem and shows a step-by-step process to arrive at the correct solution.

If you're still experiencing difficulties, use MML's **Ask My Instructor** to send your question my way. Not only does it provide me with the very question you're working on, it also includes any input you've provided. Please provide input, otherwise, I won't be able to determine what's giving you trouble. All-in-all, you have an excellent set of tools at your disposal that will help you succeed in this course.

PARTICIPATION, CONDUCT, & NETIQUETTE

SPC has outlined expectations for student behavior and interaction for online discussions, email, and other forms of communication. View the Student Expectations in [How to be a Successful Student](#).

ACADEMIC HONESTY

View the [Academic Honesty Policy](#).

COPYRIGHT

Copyrighted material within this course, or posted on this course website, is used in compliance with United States Copyright Law. Under that law you may use the material for educational purposes related to the learning outcomes of this course. You may not further download, copy, alter, or distribute the material unless in accordance with copyright law or with permission of the copyright holder. For more information on copyright visit: www.copyright.gov

STUDENT SURVEY OF INSTRUCTION

The Student Survey of Instruction is administered in courses each semester. It is designed to improve the quality of instruction at St. Petersburg College. All student responses are confidential and anonymous and will be used solely for the purpose of performance improvement.

TECHNOLOGY

MINIMUM REQUIREMENTS

View the [MyCourses Minimum Technology Requirements](#).

Minimum Technical Skills: Students should know how to navigate the course and use the course tools (email, discussion, gradebook, etc.). Students also MUST become proficient with MyMathLab and the tools contained within the program.

MyCourses tutorials are available to students new to this LMS (Learning Management System) and are located at the beginning of the course. Most features on MyCourses are accessible on mobile devices, although it is recommended that you use a computer for homework, assessments/tests, and essay assignments.

MML is available on iPads however, it only works with Google Chrome. Download Google Chrome on your iPad then you should be able to access MML with no problem.

Students will need to have access to the Internet on a regular basis and a PC/laptop/tablet will be necessary to do homework and quizzes, or to take notes in class.

ACCESSIBILITY OF TECHNOLOGY

- [MyCourses \(Brightspace by Desire2Learn\) Accessibility](#)
- [Google \(YouTube\) Accessibility](#)
- [Pearson's Accessibility Statement](#)
- [Annenberg Learner Accessibility Statement](#)

PRIVACY

- [MyCourses \(Brightspace by Desire2Learn\) Privacy](#)
- [Pearson Privacy](#)
- [Turnitin Privacy](#)
- [YouTube Privacy](#)
- [Minitab](#)
- [Annenberg Learner Privacy](#)

SPC TECHNICAL SUPPORT

If you have technical issues, you will need to contact SPC's Student Technical Support at 727-341-4357 or https://support.spcollege.edu/_layouts/15/start.aspx#/SitePages/Home.aspx or

<https://support.spcollege.edu/SitePages/Students.aspx>

Technical support is available via the [St. Petersburg College Technical Support Center](#)

INSTRUCTIONAL CONTINUITY PLAN – EMERGENCY PREPAREDNESS POLICY

The St. Petersburg College website at www.spcollege.edu is the official source of college information regarding the status of the institution. Other important information will be communicated via SPC Alert, local media outlets, and the college toll-free phone number 866-822- 3978. All decisions concerning the discontinuation of college functions, cancellation of classes, or cessation of operations rest with the President or his/her designee. The College realizes that it is possible for a significant natural disaster to compromise SPC campus facilities sufficiently to disrupt the delivery of classes on campus/campuses for an extended period of time, and is planning ways our operations can continue following such an emergency.

So, if a hurricane or other natural disaster causes significant damage to St. Petersburg College facilities, please visit the college website for an announcement of the College's plan to resume operations.

Further, in the event of such a disaster, the Instructor will continue using the Learning Management System (LMS) of MyCourses for continuation of all required learning and instructional activities in this course, including the issuing of graded online assignments and expectation of student completion of those graded assignments.

Therefore, in order to keep up with all activities in this course during and after a natural disaster, please plan to continue this course by maintaining online access to MyCourses (possibly through duration of the course's regularly scheduled end date). We will finish this course in MyCourses, as directed by your Instructor online, and your Instructor will use all graded assignments to assess and issue your final letter grade for this course, as normally planned, despite occurrence of the natural disaster.

Syllabus Addendum: www.spcollege.edu/addendum

The course schedule/due dates/test dates are tentative & subject to change. If changes are made, they may be sent via email in MyCourses, or by posting a News Feed in MyCourses, or by a verbal announcement in class. If a class is missed, the student is responsible for finding out what he/she missed.

Grade FAQ:

- **Are grades curved?**

No. You earn the grade you receive. I will round your final score on MyCourses to the nearest integer, and then assign A, B, C, D, or F as outlined on the syllabus. Grades are not given by faculty so much as they are earned by students. This is similar to how a bank checking account works. Banks don't put money in people's accounts. People put money in and banks keep track of how much. Students earn points by mastering the material. MyMathLab helps us keep track of how many points are earned, and I simply reports what you earned.

- **Is there extra credit?**

No. At the University, your math grade is based on your demonstrated mastery of the material, not on extra credit.

- **Can I get an extension on homework?**

No. Assignments are due when they are due, unless there is a documented and excused absence for medical or legal reason/s. Extensions are only given at the discretion of the instructor, and only if you specifically request an extension in an email with documentation. It is the responsibility of the student to have reliable internet access to complete HW assignments.

- **Can I re-take a test?**

No. There are **NO RE-TAKES** on Tests. Once you have taken a test, the grade will remain as is. Further, once you are handed a test and/or have attempted to take a test whether you felt prepared for it or not, you may not “re-take” nor “make-up” the test. Again, your grade on that test will remain as is

Changes to Course Policies: In the event of unusual or extraordinary circumstances, the schedule, requirements, and procedures in this course are subject to change. If the college closes for inclement weather or other emergency, the date for any exams, presentations, or assignments due during the closure period will be postponed. A revised schedule will be available at the first regular class meeting held once the college reopens, or via email, or by posting an addendum in MyCourses, or by verbally making an announcement in class. Students are always responsible for all class materials and any announcement(s) made in class whether or not they are/were present. If changes to graded activities are required, students will not be penalized as a result of the adjustments, but will be responsible for meeting revised deadlines and course requirements.

The course schedule/due dates/test dates are tentative & subject to change. If changes are made, they may be sent via email in MyCourses, or by posting a News Feed in MyCourses, or by a verbal announcement in class. If a class is missed, the student is responsible for finding out what he/she missed.