MATH 1111 / College Algebra
HYBRID COURSE SYLLABUS
Fall Semester 2020 (202112)

COURSE INFORMATION

Credit Hours/Minutes: 3/2250
Campus/Class Location: Truetlen County High School
Class Meets: **Hybrid 60% F2F on Monday/Wednesday 8:00-9:30 am / 40% Online**
Course Reference Number (CRN): 20093
Preferred Method of Contact: College Email : Jamie Powers jpowers@southeasterntech.edu

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Mr. Jamie Powers
Email Address: Jamie Powers jpowers@southeasterntech.edu
Office Location: Swainsboro Campus, Building 2, Room 2106
Office Hours: 1:00 p.m. – 4:00 p.m. Monday-Thursday
Phone: 478-289-2221
Fax Number: 478-289-2276
Tutoring Hours (if applicable): Made by appointment with instructor

SOUTHEASTERN TECHNICAL COLLEGE (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's Catalog and Handbook (http://www.southeasterntech.edu/student-affairs/catalog-handbook.php).

NO REQUIRED TEXT

Purchase of a textbook is optional. The course includes an e-text: Blitzer, R. College Algebra (seventh edition). New Jersey: Prentice Hall. Student Text ISBN 13: 978-0-13-446916-4 (Other editions of the same book are acceptable if you want to purchase a hard copy of the text.)

REQUIRED SUPPLIES & SOFTWARE

Software: MathXL is the software required for the course. The **MathXL Access Code** may be purchased from the bookstore or from the MathXL Website (www.MathXL.com) after the course has started.   Students will find the MathXL Course ID (this is not the access code that you will purchase) on the menu of our Blackboard course.

Supplies: Three ring binder notebook, computer access, loose-leaf paper, pencils (all math problem work must be done in pencil), highlighter, and a graphing calculator (TI-83 or TI-84). Cellphones or other electronic devices cannot used be in the course. Daily, MTWR, access to a reliable internet connection for use with Blackboard, MathXL, mySTC, and college email.

Note: Although students can use their smart phones and tablets to access their online course(s), all exams,

discussions, assignments, and other graded activities should be performed on a personal computer. Neither STC, Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to complete online course work.

Internet access is required to complete the MathXL work. Students may work on assignments away from the STC campus if they have reliable internet service available. In addition, if using his or her own personal computer each student should perform the software check provided through the MathXL program.

All students have an email address that can be accessed through the MySTC portal on the STC homepage. Students are encouraged to use this email address when registering for MathXL, but students may use any valid email address.

Students should not share login credentials with others and should change passwords periodically to maintain security.

CALCULATOR USAGE

The use of cell phones or other internet capable devices are not allowed for calculator usage. Students are expected to bring a calculator appropriate for the course content each day of class and for use in the online course. If calculator usage is not allowed for some topics, students are required to adhere to those expectations.

COURSE DESCRIPTION

This course emphasizes techniques of problem solving using algebraic concepts. Topics include: fundamental concepts of algebra; equations and inequalities; functions and graphs; systems of equations; and optional topics including sequences, series, and probability; and analytic geometry.

MAJOR COURSE COMPETENCIES

Topics include: fundamental concepts of algebra; equations and inequalities; functions and graphs; systems of equations; optional topics including sequences, series, and probability; and analytic geometry.

PREREQUISITE(S)

Appropriate Degree Level Math Placement Test Score

COURSE OUTLINE

1. Fundamental Concepts of Algebra
2. Equations and Inequalities
3. Functions and Graphs
4. Systems of Equations
5. Optional Topics including Sequences, Series, Probability, and Analytical Geometry

GENERAL EDUCATION CORE COMPETENCIES

Southeastern Technical College has identified the following general education core competencies that graduates will attain:
1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS

Students are expected to complete all work required by the instructor. Students must register/enroll in

MathXL during the first days of class and use the MathXL Software to successfully complete the course. Students will be No Showed who do not register for MathXL by the end of the 3rd day of the semester. (To secure the proper information to access MathXL, first login to our Blackboard course and go to the menu item titled as **Math Work / MathXL.)**

Quizzes, tests, and homework grades may be given at any time without prior notice, when needed, but most will be scheduled as part of the class. **Failure to adhere to due dates will result in a grade of zero.**

Students will have at least one week to complete tests and assignments. All tests and assignments are due by 11:59 p.m. on Wednesday of each week and are scheduled on the Syllabus Lesson Plan for math and included as Due Dates in MathXL.

Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

Students are expected to prove weekly academic engagement by meeting assignment deadlines each week and spending a minimum of 15 hours during the semester doing the required homework, quizzes, and tests. (Please note: most students spend more hours than the minimum.) Students are expected to communicate frequently through college email and Blackboard Collaborate on line classroom sessions. College email is accessed at https://portal.office.com, under Quick links on our webpage, or in the menu of your Blackboard course.

COVID-19 MASK REQUIREMENT

Masks or face coverings must be worn at all times while on the campus of Southeastern Technical College. This measure is being implemented to reduce COVID-19 related health risks for everyone engaged in the educational process. Masks or face coverings must be worn over the nose and mouth, in accordance with the Centers for Disease Control and Prevention (CDC). A student's refusal to wear a mask or face covering will be considered a classroom disruption and the student may be asked to leave campus and/or receive further discipline.

COVID-19 SIGNS AND SYMPTOMS

We encourage individuals to monitor for the signs and symptoms of COVID-19 prior to coming on campus.

If you have experienced the symptoms listed below or have a body temperature 100.4°F or higher, we encourage you to self-quarantine at home and contact a primary care physician's office, local urgent care facility, or health department for further direction. Please notify your instructor(s) by email and do not come on campus for any reason.

COVID-19 Key Symptoms
Fever or felt feverish
Cough: new or worsening, not attributed to another health condition
Shortness of breath, not attributed to another health condition
New loss of taste or smell
Chills; Repeated shaking with chills
Sore throat, not attributed to another health condition
Muscle pain, not attributed to another health condition or exercise
Headache, not attributed to another health condition

COVID-19 Key Symptoms
Diarrhea (unless due to known cause)
In the past 14 days, if you:
Have had close contact with or are caring for an individual diagnosed with COVD-19 at home (not in healthcare setting), please do not come on campus and contact your instructor (s).

COVID-19 SELF-REPORTING REQUIREMENT

Students, who test positive for COVID-19 or who have been exposed to a COVID-19 positive person, are required to self-report using the COVID_19 Health Reporting Form. Report all positive cases of COVID-19 to your instructor and Stephannie Waters, Exposure Control Coordinator, swaters@southeasterntech.edu, 912-538-3195.

HYBRID ATTENDANCE

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an "F" in a course.

STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

Swainsboro Campus: Macy Gay, (mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1210.
Vidalia Campus: Helen Thomas, (hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165.

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer

accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please make arrangements with the appropriate campus coordinator.

Swainsboro Campus: Macy Gay, (mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1210.
Vidalia Campus: Helen Thomas, (hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165.

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery **MAY NOT** be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.
Important – Student-initiated withdrawals are not allowed after the 65% point. After the 65% point of the term in which student is enrolled, the student has earned the right to a letter grade and will receive a grade for the course. Please note: Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" (Failing 0-59) being assigned.
Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.
There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be accessed due to the withdrawal. A grade of "W" will count in attempted hour calculations for the purpose of Financial Aid.

EXIT EXAM

There is no Exit Exam. The course does require completion of a comprehensive Final Examination, which counts as 30% of the course grade. Each student will also take a standardized Math Competency Exam at the end of the Semester. This Exam is used by STC to measure the effectiveness of Mathematics instruction. Students may have points added to their comprehensive Final Examination grade at the Instructors discretion based on their performance on the Math Competency Exam.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC.)

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

ACADEMIC DISHONESTY POLICY

The Southeastern Technical College Academic Dishonesty Policy states that all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the Southeastern Technical College Catalog and Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:
1. **First Offense**

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. **Second Offense**
Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. **Third Offense**
Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia (TCSG) and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, federally financed programs, educational programs and activities involving admissions, scholarships and loans, student life, and athletics. It also applies to the recruitment and employment of personnel and contracting for goods and services.

All work and campus environments shall be free from unlawful forms of discrimination, harassment and retaliation as outlined under Title IX of the Educational Amendments of 1972, Title VI and Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act of 1967, as amended, Executive Order 11246, as amended, the Vietnam Era Veterans Readjustment Act of 1974, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990, as amended, the Equal Pay Act, Lilly Ledbetter Fair Pay Act of 2009, the Georgia Fair Employment Act of 1978, as amended, the Immigration Reform and Control Act of 1986, the Genetic Information Nondiscrimination Act of 2008, the Workforce Investment Act of 1998 and other related mandates under TCSG Policy, federal or state statutes.

The Technical College System and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1st Street, Vidalia Office 165 Phone: 912-538-3126 Email: Helen Thomas	Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
(hthomas@southeasterntech.edu)	(ljonas@southeasterntech.edu)

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the Southeastern Technical College Website (www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

Assessment/Assignment	Percentage
Homework	25%
Quizzes	5%
Tests / Exams	20%
Proctored Mid Term Exam	20%
Proctored Final Exam (Cumulative)	30%

GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

The Blackboard Gradebook is the official gradebook for the course.

MATH 1111

College Algebra

FALL Semester 2020 Lesson Plan

Date Week	Chapter	Content/Objectives	Assignments, Assessments, and Due Dates BB = Blackboard; HW = Homework; MXL = MathXL Use as a Check List HW, Quizzes, Exams are Completed in MXL	Competency Area
No Show Days and Beginning of Work Week 1 **Due Aug 19th**	**Start Here!**	First Day of Class Learn how to use Office 365 email first. Orient yourself to your math online course. Complete the checklist of items in the next column.	**Complete the No Show Requirements:** ***Set up your MathXL account.** ***Course agreement pledge.** ***Send Instructor an email.** ***Complete the COVID-19 Student Requirement** **Student Introduction Discussion Board**	NA
Work Week 2 **Due August 26th**	Chapter P Fundamental Concepts of Algebra 1	P.1: Algebraic Expressions, Mathematical Models, and Real Numbers P.2: Exponents and Scientific Notation P.3 Radicals and Rational Exponents	P.1 Homework P.2 Homework P.3 Homework **P.1-P.3 Quiz**	CC: 1, 2, 5 GC: A, B, C CC: 1, 2, 5 GC: A, B, C
Work Week 3 **Due September 2nd**	Chapter P Fundamental Concepts of Algebra 1	P.4: Polynomials P.5: Factoring Polynomials P.6: Rational Expressions	P.4 Homework P.5 Homework P.6 Homework **P.4-P.6 Quiz** **Ch. P Exam**	CC: 1, 2, 5 GC: A, B, C CC: 1, 2, 5 GC: A, B, C
Work Week 4 **Due September 9th**	Chapter 1 Equations and Inequalities	1.1: Graphs and Graphing Utilities 1.2: Linear Equations and Rational Equations 1.3: Models and Applications 1.4: Complex Numbers	1.1 Homework 1.2 Homework 1.3 Homework 1.4 Homework **Ch. 1.1-1.4 Quiz**	CC: 1, 2, 3, 5 GC: A, B, C

Work Week 5 **Due September 16th**	Chapter 1 continued	1.5: Quadratic Equations 1.6: Other Types of Equations 1.7: Linear Inequalities and Absolute Value Inequalities	1.5 Homework 1.6 Homework 1.7 Homework **Ch. 1.5-1.7 Quiz** **Ch. 1 Exam**	CC: 1, 2, 3, 5 GC: A, B, C
Work Week 6 **Due September 23rd**	Chapter 2 Functions and Graphs	2.1: Basics of Functions and their Graphs 2.2: More on Functions and their Graphs 2.3: Linear Functions and Slope 2.4: More on Slope 2.5: Transformation of Functions	2.1 Homework 2.2 Homework **2.1-2.2 Quiz** 2.3 Homework 2.4 Homework 2.5 Homework **2.3-2.5 Quiz**	CC: 3, 5 GC: A,B,C
Work Week 7 **Due September 30th**	Chapter 2 continued	2.6: Combinations of Functions; Composite Functions 2.7: Inverse Functions 2.8: Distance and Midpoint Formulas; Circles	2.6 Homework 2.7 Homework 2.8 Homework **2.6-2.8 Quiz** **Ch. 2 Exam**	CC: 3, 5 GC: A,B,C
Work Week 8 **Due October 5th MONDAY**	Chapter P Chapter 1 Chapter 2	Mid Term Exam In Class (20% of final course average)	Chapter P Chapter 1 Chapter 2 Mid Term Exam In Class	
Work Week 9 **Due October 14th**	Chapter 3 Polynomial and Rational Functions	3.1 Quadratic Functions 3.2: Polynomial Functions and Their Graphs 3.3: Dividing Polynomials: Remainder and Factor Theorems 3.4: Zeros of Polynomial Functions	3.1 Homework 3.2 Homework 3.3 Homework 3.4 Homework **3.1-3.4 Quiz**	CC: 1,2, 3 GC: A, B, C
Work Week 10 **Due October 21st**	Chapter 3 continued	3.5: Rational Function and Their Graphs 3.6: Polynomial and Rational Inequalities 3.7: Modeling Using Variation	3.5 Homework 3.6 Homework 3.7 Homework **3.5-3.7 Quiz** **Ch. 3 Exam**	CC: 1,2, 3 GC: A, B, C

Work Week 11 Due October 28th	Chapter 4 Exponential and Logarithmic Functions	4.1: Exponential Functions 4.2: Logarithmic Functions	Ch. 4.1 Homework Ch. 4.2 Homework	CC: 4, 5 GC: A,B,C
Work Week 12 Due November 4th	Chapter 4 Exponential and Logarithmic Functions	4.3: Properties of Logarithms 4.4: Exponential and Logarithmic Equations 4.5: Exponential Growth and Decay: Modeling Data	Ch. 4.3 Homework Ch. 4.4 Homework Ch. 4.5 Homework **Ch. 4 Quiz** **Ch. 4 Exam**	CC: 4, 5 GC: A,B,C
Work Week 13 Due November 11th	Chapter 5 Systems of Equations and Inequalities	5.1: Systems of Linear Equations in Two Variables 5.2: Systems of Linear Equations in Three Variables	5.1 Homework 5.2 Homework	CC: 5 GC: A,B,C
Work Week 14 Due November 18th	Chapter 5 Systems of Equations and Inequalities	5.3: Partial Fraction Decomposition 5.5: Systems of Inequalities Optional Topics at Instructors Discretion	5.3 Homework 5.5 Homework **Ch. 5 Quiz** **Ch. 5 Exam**	CC: 5 GC: A,B,C
Work Week 15 HOLIDAY WEEK		Thanks Giving Holiday Week		
Work Week 16 Due Monday November 30th		Math Competency Exam	Math Competency Exam In Class	All
Work Week 16 Due December 2nd		ALL MATHXL WORK Optional Topics at Instructors Discretion	ALL MATHXL WORK DUE for any assignments with a due date extended by the Instructor	All
Work Week 17 Due Monday December 7th	Final Exam	Final Exam In Class (30% of final course average)	Complete the final exam in class.	CC: 1-5 GC: A,B,C

COURSE COMPETENCY AREAS (CC): TAKEN FROM STATE STANDARDS

1. Fundamental Concepts of Algebra
2. Equations and Inequalities
3. Functions and Graphs
4. Systems of Equations
5. Optional Topics including Sequences, Series, Probability, and Analytical Geometry

GENERAL CORE EDUCATIONAL COMPETENCIES (GC):

a) The ability to utilize standard written English.
b) The ability to solve practical mathematical problems.
c) The ability to read, analyze, and interpret information.

DISCLAIMER STATEMENTS

- The instructor reserves the right to change the syllabus and/or lesson plan as necessary