This is the Math 1050 syllabus template. Portions highlighted in blue (such as this one) provide instructions or policies that you need to know. Portions in yellow highlight need to be filled in with your course data. Portions in green highlight indicate a list of options. You should choose one and delete the others. When completed, all yellow and green highlights should be filled in, and blue highlights should be deleted.

Last Update: Fall 2024

Math 1050 College Algebra, [Semester Year [Block]]

[Section number], [meeting time], [days], [room]

# Instructor Information

****Instructor: [Name]****

Email: [Email Address]

Office: [Office Location]

Office Hours: [Time and location]

Office hours need to be listed, even if none will be scheduled (applicable to adjunct faculty only). For adjunct faculty, the Math Department adjunct area (LA121) can be used to hold by-appointment office hours.

# Course

All statements in the Course section are required, although they may be re-ordered to suit your taste. Choose the version of the textbook that you will be using and delete the others.

## Prerequisites

One of the following must be less than two years old: completed MAT 1010 or MAT 1000 with a grade of C or better; an ACT mathematics score of 23 or higher or an SAT mathematics score of 540 or higher; or recommended placement by the ACCUPLACER or ALEKS test. Students who have not satisfied this prerequisite may be administratively withdrawn from this course at any time.

## Learning Objectives and Outcomes

Upon successful completion of this course a student is able to:

* Use algebraic methods to solve a variety of problems involving exponential, logarithmic, polynomial, and rational functions, systems of equations and inequalities, sequences notation.
* Solve equations by correctly completing several logical steps before arriving at a final answer, and when possible, check solutions.
* Graph linear, power, root, reciprocal, absolute value, polynomial, rational, exponential and logarithmic functions along with basic transformations.
* Analyze real world problems such as population growth, half-life, compound interest, and optimization. Select appropriate mathematical models to aid in finding solutions.
* Demonstrate understanding by interpreting mathematical vocabulary and symbols representing mathematical information.
* Use algebraic manipulations to rewrite equations and expressions, including rewriting in standard form, factoring, and completing the square. Use matrix methods such as Gaussian elimination, inverse matrices, and determinants to solve systems of linear equations.

In addition, each student is expected to:

* Perform basic algebraic and arithmetic operations using their knowledge of mathematical facts, rules and properties.
* Recognize and use their knowledge of a wide variety of mathematical definitions, terms, symbols, expressions, statements, formulas, procedures and methods taught or used in the course.
* Solve problems by selecting the most appropriate mathematical formula, procedure, or method from among several formulas, procedures, or methods known by the student.

## Essential Learning Outcome

This course is part of UVU’s general education program and is intended to address the Essential Learning Outcome: Intellectual and Practical Skills foundation.

## Textbook

College Algebra Version 2 OER Text, co-authored by instructors from Salt Lake Community College, University of Utah, and Weber State University. This book is available for free online.

# Procedures

Each statement in the Procedures section is required if relevant to your course. Homework and exams must be used. Fill in the yellow portions as needed, and choose one option in the green highlighted sections.

## Homework

Homework is the personal responsibility of the student. It is necessary to complete all homework assignments to master the concepts of this course. To ensure your success in this class and future math classes, it is to your benefit to complete all assignments. Homework assignments are due [due date rule]. Homework assignments will be completed online through Lumen OHM / on paper. [Additional information as needed. This should include log-in information for online homework if used.] Keep in mind that working the assigned problems only once may not be enough for you to master the concepts covered. To enhance your chances of making a good grade, you should consider working allthe assigned problems several times.

## Quizzes

[Include quiz policy if quizzes are used. Delete this section otherwise]

## Attendance

[Include graded attendance policy if used. Delete this section otherwise]

## Participation

[Include graded participation policy if used. Delete this section otherwise]

## Exams

Be aware of the following department policies:

No test re-takes are allowed.

No test reworks that change the test score are allowed. Teachers may give reworks that count toward a homework or quiz score.

There will be 3/4/5/6 midterm exams and a comprehensive final exam. No notes or textbooks are allowed on exams. Exams will be taken in class on the dates indicated below. Exam problems are similar to problems from the homework or problems discussed in class. No midterm scores will be dropped. However, the lowest midterm score will be replaced by the final exam score if it improves the student’s grade. (This is optional – delete if desired.) All midterm exams have a 50-minute time limit. The final exam has a time limit of 1 hour and 50 minutes.

For classes that have in-person meetings, midterm exams need to be given in class. The time limit on these exams is 50 minutes for any student without an ADA accommodation, regardless of the length of your class meetings. Exams should be written to accommodate for this length of time. If your class meets for more than 50 minutes at a time, use 50 minutes for the exam and the remainder of the time for additional material.

The dates for the exams will be as follows: (Delete rows for midterms you aren’t using)

* Midterm 1: [Date] covering [Material]
* Midterm 2: [Date] covering [Material]
* Midterm 3: [Date] covering [Material]
* Midterm 4: [Date] covering [Material]
* Midterm 5: [Date] covering [Material]
* Midterm 6: [Date] covering [Material]
* Final Exam: [Date], [Start time] to [End time]. Comprehensive

It is University policy to have final exams as scheduled by the University. Extenuating circumstances may allow for a modification of this date, but these should be approved with the instructor in advance. **Note that a scheduled flight before your final exam is itself not an acceptable reason for rescheduling your exam!** Failure to take the final exam will result in a grade of UW or E (based on last date of attendance/participation) for the course regardless of other grades.Final exam dates and times can be found by going to <https://www.uvu.edu/academicscheduling/exam_schedule/> and filling in the information related to your course. For block courses and Summer courses, the final exam is given the last day of the course.

If you are aware in advance of a circumstance that will cause you to miss a scheduled exam, including a University-excused absence, notify your instructor immediately to make arrangements for an alternative exam. In the event of one of the following extenuating circumstances that cannot be foreseen, predicted, or averted, your instructor will work with you in arranging another exam time.

* Immediate family death,
* Accident or serious injury,
* Pregnancy complications, including but not limited to unexpected delivery,
* Military obligations.

Your instructor may ask for documentation, such as a doctor’s note or an obituary or funeral program, to verify your circumstances. Other items are left to the instructor’s discretion.

## Grading of Exams

Your work will be graded for clarity of presentation, neatness, and accuracy. Correct answers without justification earn no credit, unless otherwise indicated. All work required to solve a problem must be shown. Partial credit will be given when substantive progress towards the solution is detected. If you feel your paper was graded incorrectly, point it out to the instructor the day your exam is returned to you.

## Calculator Policy

Math department policy is that use of calculators is left to the instructor’s discretion. Choose one of the following policies or modify one to fit your particular course.

Calculators are not allowed in this course at any time.

A scientific (non-graphing) calculator is allowed on the homework, but will not be allowed for exams.

A scientific (non-graphing) calculator is allowed on the homework and will be allowed on the following exams: [list exams]. No phone-based calculators or other smart device calculators are allowed for exams.

A scientific (non-graphing) calculator is allowed on all homework and exams. No phone-based calculators or other smart device calculators are allowed.

# Grading

Be aware of the following policies regarding grades:

Any opportunities for extra credit should be minimal and outlined in the syllabus. These should only change homework scores.

The midterm and final exams must be proctored. No take-home exams. No open-book exams. No online exams for non-online classes. No note cards are allowed.

90% of each exam (by points awarded, not by number of problems) must be free-response questions. (Policy Ratification date 9/5/18)

No test re-takes are allowed. No test re-works that change the test score are allowed. Teachers may give rework options that count for homework or quiz points.

## Grade Scale

 A = 100-93 B - = 82-80 D+ = 69-67

 A - = 92-90 C+ = 79-77 D = 66-63

 B+ = 89-87 C = 76-73 D - = 62-60

 B = 86-83 C - = 72-70 F = 59-0

## Grade Breakdown

Homework, quizzes, attendance, and participation must total 15-20%. Attendance and Participation combined must be no more than 5%. Make sure that the total of all grades equals 100%.

Your grade for this class will be computed as follows:

* Homework: #%
* Quizzes: #%
* Attendance: #%
* Participation: #%
* Midterms (3/4/5/6 total): 50-65%
* Final Exam: 20-30%

# University Policies

These policies need to be included on all syllabi

## Academic Integrity

Utah Valley University expects all students to maintain integrity and high standards of individual honesty in academic work, to obey the law, and to show respect for others. Students of this class are expected to support an environment of academic integrity, have the right to such an environment, and should avoid all aspects of academic dishonesty. Examples of academic dishonesty include plagiarizing, faking of data, sharing information during an exam, discussing an exam with another student who has not taken the exam, consulting reference material during an exam, submitting a written assignment which was authored by someone other than you, and/or cheating in any form. Violators of this policy will be subject to disciplinary action. Cheating will not be tolerated. It will result in a FAILING grade for the course.

In keeping with UVU policy, evidence of academic dishonesty may result in a failing grade in the course and disciplinary review by the college. Additional information on this topic is published in the student handbook and is available on the UVU website.

## Students with Disabilities

Students who need accommodations because of a disability may contact the UVU Office of Accessibility Services (OAS), located on the Orem Campus in LC 312. To schedule an appointment or to speak with a counselor, call the OAS office at 801-863-8747. Deaf/Hard of Hearing individuals, email nicole.hemmingsen@uvu.edu or text 385-208-2677.

## Religious Accommodation

UVU values and acknowledges a wide range of faiths and religions as part of our student body, and as such provides accommodations for students. Religious belief includes the student's faith or conscience as well as the student's participation in an organized activity conducted under the auspices of the student's religious tradition or religious organization. The accommodations include reasonable student absences from scheduled examinations or academic requirements if they create an undue hardship for sincerely held religious beliefs. For this to occur, the student must provide a written notice to the instructor of the course for which the student seeks said accommodation prior to the event.

The UVU campus has [a place for meditation, prayer, reflection, or other forms of individual religious expression](https://www.uvu.edu/interfaith/reflectioncenter/index.html) as described on their website.

## Campus Closure

If any situation occurs that causes the campus to be closed, I will continue to provide instruction utilizing Canvas. Check there regularly for further information.

## Drop/Withdrawal Dates

[Date] – Last day to drop a class with no record on transcript.

[Date] – Last day to withdraw from a class (with a “W” on transcript).

These dates change every semester, and can be found at <https://www.uvu.edu/schedule> After clicking on the correct semester, choose “Full Semester”, “First Block” or “Second Block” to see the specific drop/withdrawal deadlines. Make sure that your first midterm ends well in advance of the withdraw date so that students can make an informed decision!

Students can withdraw from this class by telephone by calling Registration and Records at 801-863-8468, or online. To withdraw online, log into your myUVU account, select the Student tab, and click the Registration and Planning link in the menu. Access the Add or Drop Classes page, open the drop-down menu next to the course, select WEB DROP, and click on the Submit Changes button. AUDIT grades must be requested in person at the Registration and Records windows.

## Note

All items in this syllabus are subject to change or modification to correct errors or to accommodate extenuating circumstances.

# Additional Information

These policies can be included or removed at the instructor’s discretion. They may also be moved to another portion of the syllabus if desired. You may also add your own. Using the “Styles” options above, use Heading 1 to create a general section title (such as Course, Grading, University Policies, or Additional Information) and Heading 2 to create subsections. The general text should be in the “Normal” style. These should be used to make the syllabus accessible to those with assistive technology.

## Succeeding in College Algebra

Most of the learning that takes place during this course will occur outside of class as you are studying your lecture notes and textbook and working through the homework problems. An average student should plan to spend approximately 12 hours per week outside of class doing homework in order to earn a passing grade. A student whose background is weak or rusty may need to spend substantially more than 12 hours per week to pass.

The primary reason why so many students find it necessary to repeat this course is because they **grossly underestimate** the number of hours per week that must be spent doing problems and studying the text and the lecture notes.

**DO NOT WAIT UNTIL RIGHT BEFORE THE DEADLINE** to start doing the homework, studying for the exam, etc. You can and should work ahead of deadlines as much as possible. If you procrastinate, you are virtually guaranteeing that you will retake the class.

## Helpful Hints

1. You will be able to participate more effectively in the classroom discussions if you read the text in advance, and review your notes from the previous class meeting.
2. It is often helpful to do more problems than those assigned.
3. Another good way to learn mathematics is to “teach” it. Try explaining a concept to another student, or show someone in your study group how to solve a particular problem. If you can do so, you most likely have a good solid understanding of the material.
4. Try not to fall behind. If you start to have difficulty, get help by seeing the instructor in his/her office, by studying with other students, or by meeting with a tutor at the Math Lab in LA 201.
5. Before working problems in an assignment, study the text and your notes as if you were taking an exam. Then work through the problems without the aid of your text and notes. You may struggle and it may take more time, but what you figure out on your own will stick with you much better than if you just look it up in your notes or book. Remember, you won’t have your notes or text available during an exam, so this is excellent practice. Of course, use your notes and the text when necessary.

## FAQ’s

* How do students succeed in this course? Attending class each day, staying current on homework, and getting help early.
* How much time should I devote to this course? A minimum of 1-2 hours each day of the week, whether class meets or not, including Saturday. This is a minimum of 6 hours per week.
* Isn’t this a lot like my high school course? Most students at one time in their life have visited and worked through some of these topics … the difference is the depth of understanding. As students are first introduced to these topics typically this occurs in a procedural fashion. College Algebra is designed to deepen that understanding, fine tune notational skills, and move students from procedure to conceptual understanding.
* Do I have to like or have fun with mathematics to be good at mathematics? No … most students don’t like or have fun with mathematics, and that’s not really the goal. The goal is to get students to like success with mathematics, not necessarily like the mathematics itself. There is a difference and once you begin to see that difference, then understanding can take place. There is a mathematics professor who said she didn’t like mathematics but she really likes the fact that she can do mathematics and has success with it.
* What if I consistently struggle every day? It is okay to struggle, to feel frustrated, and to spend time considering various ways to solve something … the goal again is foundational understanding, NOT procedural fluency.

## Student’s Rights and Responsibilities:

This course is designed to prepare students for more advanced mathematics courses, preparing for a career and to improve their math skills. In order to achieve this goal, cooperation is needed from all to maintain a quiet classroom so that everyone can hear and learn *without interruptions from others. “Each student is expected to display appropriate conduct in classroom situations, which will enhance the learning environment.”* (Students Rights & Responsibilities Code, page 5).

## Math Lab

This course is supported by tutors from the Math Lab. Tutors are students that have completed this course, and they understand the concepts well enough to help you work through questions you have. The tutoring program is certified by the College Reading & Learning Association, which means that tutors are trained to share learning and study strategies during tutorial sessions. While tutors will not complete or correct homework for you, or help you on take-home tests or quizzes, they will help you understand and reinforce concepts that you are learning in this class. For more information visit [www.uvu.edu/mathlab](http://www.uvu.edu/mathlab) or call 801-863-8310.

Hours:

* Monday – Thursday: 9AM to 7PM
* Friday: 9AM to 5PM
* Saturday: 10AM to 3PM

Onlne tutoring appointments are also available with extended hours.

Times are different in the summer. Check the website for details.

## Incomplete Grade Policy

An “I” grade for an incomplete can be given only to students who have completed all of their course work with passing grades but, due to extenuating circumstances, are unable to complete the assignments required during the last two weeks of the semester. Written proof of extenuating circumstances must be verified with the instructor and the Mathematics Department Chair **before the last day of the semester**. Extenuating circumstances include incapacitating illness, a death in the immediate family, extended hospitalization and other equivalent emergencies. “I” grades are not given for lack of completion of work due to procrastination or dissatisfaction with grades earned to date.

## Student Evaluation of Instruction

At the end of the semester, please complete the online student evaluation sent to your UVLink email account. The instructor does not receive any results until after grades are submitted. Responses are completely anonymous. Results from the course evaluations are summarized and cannot be associated with specific students.

## Attendance

Attendance is a key component of your education, as we will discuss things in class that are not in the book. You are responsible for all information presented in class, whether you are present or not; if you miss a class, borrow notes from a fellow student or contact me. Changes in the syllabus or schedule may occur and will be announced only in class.