CoSM Class Syllabus/Policy  
MTH 138.007 College Algebra, Spring, 2020

Professor: Jonathan Mitchell Ph.D.  
Email: mitchelljonat@sfasu.edu  
YouTube Channel: youtube.com/MathDoctorMitchell  
Phone: Office: 936-468-1606  
Office: Math 352  
Office Hours: in Cole STEM Building Atrium, Mon – Fri, 8-9am (or by appointment)  
Department: Mathematics and Statistics  
Class meeting times and places:  
Class on MWF 11-11:50AM in Bush Math Building, Room 358

Course Description: Topics include mathematical models; solving equations; creating, interpreting and graphing functions. Particular focus is given to polynomial, exponential and logarithmic functions.

Text and Materials: Precalculus, v.3.0 by Burger, published by FlatWorld, ISBN 9781453396391. In addition, students may also use a non-programmable, non-graphing calculator. The TI-30 series calculators are allowed (The TI-30 XS MultiView is recommended).

Course Requirements
- No cell phone or device. When you arrive to class, the suggested routine (unless told by your instructor otherwise) is for you to put your cell phone on silent (or turn off) and place it in the cell-phone caddy. Your instructor will do the same thing. You have the option to leave your cell in your room or car (not on your person in class). Make sure you have turned off the “light” notifications. Before any quiz or exam put away all smart watches.
- Homework—We will assign exercises from the textbook for each major topic in the course. Students are expected to start each HW assignment THE DAY we cover that material. As a general rule, consider each assignment due 2 class periods later (e.g. start a topic Monday; consider the HW due Friday)
- Quizzes—We will have periodic in-class activities and quizzes.
- Three in-class exams—If a student must miss an exam due to an excused absence, special arrangements should be made at least one week in advance. Student ID with photo may be required for exams.
- A cumulative final exam—The final exam is Wednesday, May 6, 10:45AM – 1:15PM
- Effort (Class attendance and participation) —This is admittedly a subjective measure of your engagement in the course. However, there are several objective behaviors that demonstrate your effort in this course (such as consistent attendance, taking notes, asking relevant questions, staying focused during class, behaving professionally, and keeping a positive attitude).
- Study Plan —More information will be presented on how this is accomplished and assessed.

Tentative Content Schedule: See Brightspace

Grading Policy: Your grade will be computed by a weighted average with the following items and percentages.

<table>
<thead>
<tr>
<th>Item</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>HW, Quiz</td>
<td>8%</td>
</tr>
<tr>
<td>Effort</td>
<td>3%</td>
</tr>
<tr>
<td>Study Plan</td>
<td>4%</td>
</tr>
<tr>
<td>Final Exam (May 4, 2020)</td>
<td>25%</td>
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<tr>
<td>Exam 1</td>
<td>18%</td>
</tr>
<tr>
<td>Exam 2</td>
<td>20%</td>
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<tr>
<td>Exam 3</td>
<td>22%</td>
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Attendance Policy:
Students are expected to attend all class meetings, arriving on time and prepared. If you are absent, you are responsible for determining what you missed and for being prepared for class when you return. Each of the following behaviors will be counted as an absence: leaving class early, falling asleep during class, any activity on your phone (or smart watch). If you wear headphones, remove them when you enter the classroom.

Recommendations for Success:
1. Attend every class. Take notes. Ask questions.
2. Be prompt and professional. Remove your head phones. Put your phone away without being asked.
3. Check your SFA email at least once per day. I will do the same.
4. Do all assigned HW exercises independently and promptly. (cancel Chegg (slater, wolfram alpha, symbolab) subscription, self-evaluate, use a timer, etc.)
5. Do not ask for extra credit.
6. Do not ask, “Is THAT going to be on the exam?” or it will be.
7. Students should be prepared to invest several hours per day outside of class reading the text, practicing examples, and working homework exercises.
8. On the day before class, students are expected to look at the schedule (online), see the topic to be covered during class, read the corresponding section in the textbook, print the available notes, and bring them to class the following day.

The following is an excerpt from SFA Policy 5.4:
The federal definition of a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates:
1. Not less than one hour of classroom or direct faculty instruction and a minimum of two hours out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or 10 to 12 weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time, or;
2. At least an equivalent amount of work as outlined in item 1 above for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

To this end, all students in courses offered by the Department of Mathematics and Statistics that wish to be successful should plan to spend a minimum of two hours outside of class for every credit hour associated with this course. Expected activities to be completed in the time outside of class include reviewing notes from previous class meetings, reading assigned course resources, completing all assigned exercises and projects, and performing periodic assessment preparation.

See http://www2.sfasu.edu/math/docs/syllabi/MTH138Syllabus.pdf for elements common to all sections.