

## Fall 2020 MAT 101S H005 College Algebra Support Course Syllabus

### Instructor Contact Information

Instructor: Ms. McCardle

Email: [emileigh.mccardle@usm.edu](mailto:emileigh.mccardle@usm.edu)

Office Location: MZ 103 C

Office Phone: 601-266-5831

Class Conference Time: Mondays at 1 PM via Teams

Online Office Hour: Wednesday 10 AM via Teams

**Math Tutoring Website:** <https://usm.mywconline.com>

**Course Overview:** This active learning course supplements MAT 101. MAT 101 is a part of the General Education Curriculum of the university. As such, the course provides students the opportunity to develop foundational skills in mathematical reasoning (GEC Outcome 6). This course provides support for MAT 101, College Algebra, by supplementing 101 content as well as covering pre-requisite content that bridges the gap for students.

The sole purpose of MAT 101S is to help students succeed in MAT 101 College Algebra.

**MAT 101S is a separate course with a separate grade from MAT 101, BUT these courses are connected, in that, students cannot withdraw from 101S without also withdrawing from 101.** Therefore, it is vitally important that students complete the MAT 101S course. Students should be aware that, while coursework is similar in MAT 101 and MAT 101S, grades, participation, and homework in each of these classes are different and independent.

**Catalog Description:** 1 hr. Prerequisite(s): Required for MAT 101 students with Math ACT < 20 and no grade of C or better in MAT 99. Arithmetic operations, operations on polynomials, solving linear and quadratic equations and graphing linear and quadratic functions with additional support for MAT 101.

**Learning Objectives:** Students will learn the pre-requisite skills needed to demonstrate the ability to work with real world situations involving fundamental math concepts.

### Learning Outcomes:

- Students will master arithmetic operations and basic operations on polynomials.
- Students will solve linear and quadratic equations.
- Students will learn to graph linear and quadratic functions.
- Students will simplify exponential, radical, and rational expressions.
- Students will factor polynomials.
- Students will apply the other learning outcomes to extend knowledge to MAT 101 content by modeling, solving equations, constructing graphs, and interpreting real world data.

### Materials Needed:

- Non-graphing calculator required: TI-30XS Multiview or TI-30X Pro is recommended
- Binder with loose leaf notebook paper; pencil
- No book or access code is needed for this course; however, access to Canvas & Teams is required.
- Access to a computer and internet.
- Access to a device to scan multiple documents as one PDF file (Suggested app: Adobe Scan)

### Evaluation:

Percent of Overall Grade:	Category:	Grading Scale:
40%	<b>Draft Uploads and Participating in Discussion Boards</b> (Drafts Submitted Wednesdays; Feedback Due Fridays)	90% - 100% A 80% - 89% B 70% - 79% C 60% - 69% D 0% - 59% F
10%	<b>Other Assignments</b> (Quizzes, Surveys, etc.)	
50%	<b>Final Assignment Submissions: Graded on Correctness</b> (Due on Sundays; No late HW accepted!) Two lowest scores will be dropped.	

**\*Note: This syllabus is subject to change during the semester, if needed. Students will be notified via email if changes are made.**

It is the student's responsibility to keep up with their course grades. If there are questions about a course grade at any point in the semester, contact the INSTRUCTOR, not a learning assistant. If there is a dispute in any grade, the student will be required to provide the digital copy of the graded assignment to the instructor.

You will need access to either a scanner or phone that can take good quality pictures in PDF form. You will be uploading your work on a weekly basis for me and your group members to see. I HIGHLY suggest getting the AdobeScan app on your phone if you are using your device to take pictures of your work.

**Mission of the Course:** The purpose of this class is twofold: 1. It is to teach you pre-requisite algebra skills you will need to be successful in your regular College Algebra course. 2. It is to pre-teach content for the regular algebra course so that when you see it in your regular course you will know how to work the problems. We have had tremendous success with this in the past, provided the student put the required time and effort in.

The idea is that you have productive "struggling" in this class so that when you see the material for your regular College Algebra class that is required for your degree, you know how to do it and can pass. That is going to require you to dig deep and work super hard.

This class, although online, is an active learning class. You will help each other get through the course content. You will be assigned groups and each person is required to do their part. This will quite likely be different than any other class you have ever taken. It will take teamwork and everyone pulling their weight for us all to be successful.

I do not want you to think of this as a race where you are doing it as fast as you can and looking back at everyone else behind you. I want you to reach back and help us all "cross the finish line" together. We want all of us, as a team, to be successful. That means, I not only want you to pass THIS class, but also pass your REGULAR College Algebra course as well. That is the ultimate goal: success!

**Groups:** Students will be organized in groups in Canvas. There are NO projects or large assignments that group members will have to divvy up amongst themselves. You don't have to worry about your grade being affected if other group members don't "do their part." You are responsible for you, first and foremost. Your role is to do the homework assigned and upload it. Your part is to learn from others by evaluating their work. There are prompts to help you accomplish this task. Every student group gets their own calendar, discussion board, and collaboration tools in Canvas so they can organize themselves and work together more effectively.

#### **Class Weekly Format:**

Monday Teams Conference from 1:00 PM – 2:15 PM (Attendance highly suggested)

Wednesday Online Instructor Office Hours at 10 AM through Teams

Thursday or Friday LA Office Hours in Teams

#### **General Weekly Due Date Format:**

10 AM Mondays – Canvas Module content opens

1 PM Mondays – Attend Conference or watch recording afterwards

10 PM Wednesdays – Assignment Draft Due to Canvas Discussion Board

10 PM Fridays – Canvas Discussion Board comments due for two teammates in group

10 PM Sundays – Final Assignment Submission Due to Assignment Link in Canvas as ONE PDF file

\*Some exceptions apply through the semester to this format and will be announced by the instructor.

#### **Online Code of Conduct:**

When meeting with the class, LAs, or group members:

- Be respectful to the instructor, the learning assistants, and the other students
- Actively participate in the discussion and online chat
- Don't give answers, give help
- If using a webcam, BE DRESSED. Wearing PJs is dressed; wearing no pants is not.

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### **Assignment Grade Guidelines:**

Assignments can come in the form of assignments, discussions, activities, quizzes, or surveys in Canvas. These are the primary methods of learning in this course. Activities for the week will be posted in Modules to Canvas each Monday by 10 AM. A draft will be due by **10 PM Wednesday** to the Canvas Discussion Board, two comments to teammates on the discussion board are due by **10 PM Friday**, and the final assignment submission will be due by **10 PM Sunday**.

**40%** of the grade comes from the Draft Upload Submission and Discussion Board Comments -

#### **Assignment Draft Upload Submission:**

Students will work through the assignments individually, attempting every problem, then post their draft of the assignment in PDF form to their Canvas group's discussion board by 10 PM on Wednesday each week. I am NOT looking for perfection with this upload - I am looking for effort. However, I DO expect you to attempt and work every problem (even if it is wrong.)

#### **Discussion Board Comments:**

Each member reviews two of their group members' drafts and comments on them as replies. Students should list the problem numbers in which they got the same answer, and also list the problems where they did not get the same answer. For the problems that are not the same answer, the student can point out a correction that needs to be made, give the other student a hint, or give the other student the next step needed for the problem.

If the commenting student is unsure about how to work the problem, that student could explain the parts of the problems that they do not understand so that others may be able to help. They should also explain anything they may have learned from reviewing others' work. The purpose of this assignment is not to simply tell others the answer; it is for everyone to learn through the process. These comments must be made by **10 PM on Friday**.

Regardless of the option chosen, students may NOT give each other the answers. Students can help someone understand the next step, but NOT how to work through the entire problem. This will be considered cheating. We want students to have a conversation, not just a means to get a grade. Help each other out. Ask others to help you. Work together.

An additional **40%** of the grade comes from the Final Assignment Submission -

#### **Final Assignment Submission:**

Go back through the assignment and correct all the problems. Use the feedback received from the group to help. This assignment will be graded for correctness for the week. Students must show work to receive full credit on homework assignments.

#### **Late assignments will not be accepted.**

**\*Students using any problem-solving website will be given a zero for the assignment. Students copying the work of another student will be given a zero for the assignment. This applies to all assignments in this course. Academic dishonesty can result in an XF in this course.**

**10%** of the grade will come from other activities -

#### **Other Online Activities:**

I will occasionally post an activity for the week to help students understand the content better. Other assignments will be required throughout the semester. These may be in the form of small quizzes or surveys in Canvas.

**Email Policy:** All emails sent to the instructor should come from your USM email account and the subject line should contain the course number and the subject of the email.

The drop date for this course is **Friday, October 23<sup>rd</sup>**. This is the last day to withdraw with a W.

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**Academic Integrity Policy:**

Academic misconduct involves deception to improve a grade, earn course credit, complete a degree or create an unfair academic advantage for oneself or disadvantage to another in the academic community. It includes but is not limited to cheating, plagiarism, inappropriate acquisition or provision of information, conspiracy to cheat or plagiarize, lying about academic work, stealing academic materials physically or electronically, and unapproved multiple submissions of assignments. Engaging in any of these behaviors or supporting others who do so will result in academic penalties and/or other sanctions. If a faculty member determines that a student has violated our Academic Integrity Policy, sanctions ranging from resubmission of work to course failure may occur, including the possibility of receiving a grade of "XF" for the course, which will be on the student's transcript with the notation "Failure due to academic misconduct." For more details, please see the USM website. Note that repeated acts of academic misconduct will lead to expulsion from the University.

**Important:** In particular, any instance of cheating on any assignment in this course will result in a zero and that zero cannot be dropped. The instructor reserves the right to assign an XF for any student who has been academically dishonest.

**Student Classroom Behavior Code of Conduct Policy:**

Students should follow the institutional code of conduct policy even in an online setting. Policy-

USM students, regardless of the many perspectives they may bring to a given class, are expected to be courteous while in the classroom. Some unacceptable behaviors are: continuing to talk after being asked by the instructor to stop; conducting side conversations during instruction; nonverbally showing disrespect for others; using vulgar, obscene or other inappropriate classroom language; making disparaging remarks or slurs based on age, religion, race, ethnicity, gender, nationality, disability, or sexual orientation; tardiness and disturbing classroom entrances; getting up during class, leaving, and then returning; packing up books and/or belongings before class is dismissed; using cell phones, allowing them to ring, or texting during class; inappropriately using computer or other technology in a disruptive way; verbally indicating dissatisfaction with an activity, assignment, or grade; and/or sleeping in class and other inattentive behavior.

More serious classroom transgressions include but are not limited to: coming to class under the influence of alcohol or drugs; student-to-student anger; student-to-faculty anger; verbal assault; physical assault; and/or sexual harassment.

**Office of Disability Accommodations Policy:**

If a student believes that they have a disability which is covered by the Americans with Disabilities Act (ADA) and makes them eligible to receive classroom or housing accommodations, they should contact the Office for Disability Accommodations (ODA) for information regarding the registration process.

Disabilities covered by the ADA may include but are not limited to ADHD, learning disabilities, psychiatric disabilities, physical disabilities, chronic health disorders, temporary illnesses or injuries and pregnancies. Students should contact ODA if they are not certain whether their documented medical condition qualifies for ODA services. Students are only required to disclose their disability to the Office for Disability Accommodations. All information submitted to ODA by the student is held with strict confidentiality. Address: The University of Southern Mississippi, Office for Disability Accommodations, 118 College Drive # 8586, Hattiesburg, MS 39406-0001

Voice Telephone: 601.266.5024 or 228.214.3302 Fax: 601.266.6035

Individuals with hearing impairments can contact ODA using the Mississippi Relay Service at 1.800.582.2233 (TTY) or email ODA at [oda@usm.edu](mailto:oda@usm.edu).

**Confidentiality and Mandatory Reporting:**

As an instructor, one of my responsibilities is to help create and maintain a safe learning environment on our campus. I also have a mandatory reporting responsibility related to my role as a faculty member. I am required to share information regarding sexual misconduct or information about a crime that may have occurred on USM's campus with certain University officials responsible for the investigation and remediation of sexual misconduct. The information will remain private and will only be shared with those officials necessary to resolve the matter. If you would like to speak in confidence, resources available to

students include Confidential Advisors with the Shafer Center for Crisis Intervention, the Counseling Center, Student Health Services, and Clergy. More information on these resources and University Policies is available at <https://www.usm.edu/sexual-misconduct>.

**Copyright statement:**

Lectures and course materials, including PowerPoint presentations, tests, outlines, syllabus, handouts, recordings of lectures, and similar materials, are protected by copyright. This means that owner of those materials I create, and no one but me can edit them, give them to others, post them anywhere online, or copy them to distribute in any way. You may take notes and make copies of course materials for your own personal use, and you and other students in the class may share notes and materials when studying. Any other sharing of lecture notes or any course materials cannot be done unless you have my permission in writing, whether you are paid for the materials or not. Similarly, I will not share anything you submit to me unless I have your written permission. If you upload your notes or any materials from this class to any website or give them to anyone, this act is a violation of copyright and is considered academic misconduct. If you do that, you will be subject to the penalties outlined in the University's Academic Integrity Policy. If you have any questions at all about copyright or academic integrity, please let me know.

**Nondiscrimination Statement:**

The University of Southern Mississippi offers to all persons equal access to educational, programmatic and employment opportunities without regard to age, sex, sexual orientation, disability, pregnancy, gender identity, genetic information, religion, race, color, national origin, and/or veteran status pursuant to applicable state and federal law.

**Special Health Protocol, Fall 2020:**

The global COVID-19 pandemic has prompted new health and safety protocols for face-to-face situations. If this class meets in person, all students will be required to follow several guidelines to reduce the risk of exposure while occupying the same space:

- All students must wear face coverings that cover their nose and mouth completely.
- Students will sit a minimum of six feet from one another.
- Students will exit the classroom space as guided by the professor; in most cases, students will be dismissed by row or table to avoid crowding.
- Please avoid clustering near one another or the professor at the end of class.

Any unwillingness to follow these guidelines will be treated as a violation of the [Classroom Conduct Policy](#) and referred to the Dean of Students' office.

We want all students to remain healthy and safe throughout the year. Students should maintain good health behaviors: avoid touching their face; wash hands often with soap and water for at least 20 seconds (or use hand sanitizer); wear a face covering when not alone; and maintain at least six feet of physical distance from others in public. If students know they have been exposed to COVID-19 or around someone who has tested positive for COVID-19, they should stay home and contact Moffit Health Center for advice on next steps (601-266-5390).

All students must also self-monitor their health and should not leave home if they have the following symptoms:

- o Fever of 100.4 degrees or higher
- o Cough
- o Shortness of breath
- o Sudden loss of taste or smell

Students with the above symptoms should stay at home and call Moffit Health Center at 601-266-5390.

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