
Calumet College



of Saint Joseph

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Calumet College of St. Joseph is a Catholic institution of higher learning dedicated to the academic, spiritual and ethical development of undergraduate and graduate students. Informed by the values of its founding religious community, the Missionaries of the Precious Blood (C.P.P.S.), the College promotes the inherent dignity of all people, social justice, an ethic of service, student empowerment, opportunity, and lifelong learning.

We are committed to the Five Pillars of a CCSJ Education: The CCSJ graduate will be Open to Growth, Intellectually Competent, Religious, Loving, and Committed to Doing Justice. This class, as outlined below, will help you to achieve those goals.

COURSE SYLLABUS, Fall 2020/Spring 2021**Course: MATH 097 A Beginning Algebra, Fall**

Instructor Information:	
Instructor Name	Amanda Copeland
Office Number:	301
Phone Number:	
Email:	acopeland@ccsj.edu
Office Hours:	In person office hours MW 1-3:30 pm TR 11am-12pm, 1-1:45pm Virtual Office Hours on Friday by appointment Please note that meetings and appointments can affect these hours.
Instructor Background: B.S. Math Secondary Ed, Aurora University; M.A. Mathematics, Appalachian State University	

Course Information:	
Course Delivery Method:	This course will meet face to face on each scheduled day/during each scheduled time. Students who are unable to attend class in person will be expected to attend via Zoom.
	All exams will be proctored on campus. Students who are unable to complete exams in a classroom environment will be allowed to make alternative arrangements in advance with the instructor.
Course Time:	Monday and Wednesday 10:15am-11:45am

Classroom:	260
Prerequisites:	MATH 095 with a grade of 'C' or better, or an equivalent Accuplacer score
Required Books and Materials:	Lial, Hornsby, McGinnis Introductory Algebra, 11 th edition, Pearson, 2018 ISBN: 9780134764498 Notebook and folder.
Learning Outcomes/ Competencies:	
<p>Through appropriate assessments students will demonstrate that they are able to:</p> <ol style="list-style-type: none"> 1. Remember the necessary steps and procedures for computing operations with real numbers, working with variables, polynomials, factoring, linear equations and inequalities, and graphing. 2. Understand what each procedure and computation means on a conceptual level. 3. Apply their understanding of real number, variables, polynomials, factoring, linear equations and inequalities, and graphing to solve application problems. 	
Course Description: This course introduces students to fundamental algebraic concepts in preparation for Intermediate Algebra. Topics include operations with real numbers, variables, polynomials, factoring, linear equations and inequalities, and graphing. Credit not applicable toward a degree.	
<p>Learning Strategies Group discussions, lecture, IXL software, and lots of practice. The objective is to promote your understanding of mathematics concepts and to enable you to apply them in a meaningful way. You are encouraged to rely on logical thinking, rather than on memorization. It is VERY important that you READ the sections of the textbook, STUDY the examples and WORK problems. Active participation in class and utilization of services such as the <u>CCSJ Student Success Center</u> will help ensure your success.</p> <p>It is also suggested that you utilize Khan Academy for additional help on homework outside of the classroom. http://www.khanacademy.org/math/algebra</p>	
Experiential Learning Opportunities: Applications of the course objectives	

Assessments:		
Assessments: Exams	Chapter Exams (R-1, 2, 3-4, 5, 6)	45% of grade
Cumulative Final Exam	Chapter R – 6	20% of grade
IXL Assignments	Assigned with each chapter. Due dates will be given for sections that should be completed.	15% of grade

<p>Other: Attendance</p> <p>Homework review</p> <p>In-class assignments</p>	<p>Points will be given for class attendance.</p> <p>Homework will be assigned regularly in class.</p> <p>Hands-on activities will be given in class and turned in at the end of the class time.</p>	<p>20% of the grade</p>
<p>Class Participation:</p>	<p>Tests and In Class Assignments:</p> <ul style="list-style-type: none"> • Five <u>chapter tests</u> will be given during the term and <u>one comprehensive final exam</u> during exam week. • You will be given an index card for use on the exam. You may put any information you feel is important for the exam on this card. The card will be handed in the day of the exam with the completed exam. • You will be given the cards back at the end of the semester from the chapter exams to be used on the final exam. No other notes will be used on the final exam. • You will be allowed to use a calculator on all exams. • You will NOT be allowed to use any electronic devices on an exam (i.e. phone, tablet, etc.). • Please note that you MUST pass your exams to pass this course. • Thoughtful completion of your homework should be done to practice and prepare for your exams. • You are allowed to drop your lowest chapter test score (NOT final exam). There are absolutely NO makeup exams, for any reason, so if you are absent on the day of an exam; that will be your dropped score. If you know of a planned absence in advance, you can take the exam BEFORE the scheduled exam date. • Homework and other activities will be allowed makeup given consent from the instructor. If you are absent and make contact with instructor it will be considered when deciding for makeup work. <p>Written homework assignments and IXL homework assignments:</p> <ul style="list-style-type: none"> • Homework is critical to your success in this course. The written homework and IXL homework are meant to serve as practice for the exams. • Your written homework should be neat and organized. All work should be handed in on time. 	

	No late work will be accepted whether it is in-class activity or assigned reviews.	
	<ul style="list-style-type: none"> • NO LATE IXL work will be accepted, for any reason, period. 	
Total		
Grading Scale:	100% – 92%: A 91% – 90%: A- 89% – 88%: B+ 87% – 82%: B 81% – 80%: B- 79% – 78%: C+ 77% – 72%: C 71% – 70%: C- 69% – 68%: D+ 67% – 62%: D 61% – 60%: D- 59% and below: F	

Course Schedule:

I reserve the right to change this schedule to meet the needs of the class.

MTH 097A Schedule

Date	What's Happening?	What's Due?
8/24	Intro, Syllabus, R-1, R-2, Pretest	
8/26	Desmos Activity, 1.1, 1.2, 1.3	
8/31	1.4, 1.5, 1.6	Chapter R Packet Due
9/2	1.7, 1.8, Review	IXL Due
9/7	Labor Day No Class	IXL Due
9/9	Chapter 1 Test	Chapter 1 Packet Due IXL Due
9/14	2.1, 2.2, 2.3	
9/16	2.4, 2.5, 2.6	IXL Due
9/21	2.7, Review	Chapter 2 Summary Exercises Due IXL Due
9/23	Chapter 2 Test	Mixed Review and Chapter 2 Test Due IXL Due
9/28	3.1, 3.2, 3.3	
9/30	3.4, 3.5, 3.6	
10/5	4.1, 4.2, 4.3	
10/7	4.3, 4.4, 4.5	
10/12	Review Chapter 3 and 4	
10/14	Test Chapter 3 and 4	
10/19	5.1, 5.2, 5.3	
10/21	5.4, 5.5	
10/26	5.6, 5.7	
10/28	5.8	
11/2	Review Chapter 5	
11/4	Test Chapter 5	
11/9	6.1, 6.2	
11/11	6.3, 6.4	
11/16	6.5, 6.6	
11/18	6.7	
11/23	Fall Break and	
11/25	Thanksgiving Recess	
11/30	Chapter 6 Review	
12/2	Chapter 6 Test	
12/7	Review	
12/9	Final Exam	

Remaining Due Dates to be updated and announced in class

Student Responsibilities	
Safety Measures	<p>The safety of our College Family in this unprecedented time is our primary concern. Following guidelines presented by the Centers of Disease Control (CDC), the Indiana Health Department, and best practices among other institutions of higher education, we are requiring the following:</p> <ul style="list-style-type: none"> • Face coverings over the mouth and nose in all indoor public spaces, including classrooms, the library, the Tutoring Center, and faculty offices. • Because face coverings are in use, no eating or drinking in the classroom. Plan to meet your needs between classes using appropriate social distancing. • Daily self-monitoring. If you have a temperature of 100.4 or higher, or any symptoms of COVID-19 – fever or chills, a cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, or nausea or vomiting – stay home and consult the class policy for staying on track. • Disinfecting your personal space using the materials provided when you enter the classroom. • Maintaining physical distancing of at least six feet within classrooms and other common spaces. <p>Please note: To accommodate students who may not be able to attend class in person, this class may be taped and posted to the course Blackboard site. Tapes will not be used for any other purpose outside of class.</p>
What to Do in Case of Illness	<p>If you are exposed to COVID 19, become ill, or are otherwise unable to attend classes as required, notify the College by sending an email to illness@ccsj.edu. The message that you are unable to attend class will be relayed to your faculty. The College will contact you with expectations regarding next steps and follow-up.</p>
Attending Class	<p>You cannot succeed in this class if you do not attend. We believe that intellectual growth and success in higher education occur through interaction in the classroom and laboratories. However, we do not want to penalize students for participating in college-sponsored events. When you miss class because of a college event, you must give notice of your absence in advance, and you are responsible for all missed work. Being absent doesn't excuse you from doing class work; you have more responsibilities to keep up and meet the objectives of this course.</p> <p style="text-align: center;"><i>Eighty percent of success is showing up.</i> -Woody Allen</p> <p>Attendance is important and is expected. You are responsible for all material covered in class, including announcements of assignments and quizzes. If you miss class, you must contact the instructor by email (acopeland@ccsj.edu) within 24 hours. The instructor is more than willing to meet you halfway on this, but remember that there are TWO halves. If you are more than 15 minutes late to class, that will count as an absence. BE PRESENT (in person or virtually), BE ON TIME.</p>
Turning In Your Work	<p>You cannot succeed in this class if you do not turn in all your work when due. Late work will not be accepted.</p>

Meeting Standards for Classroom Behavior	<ul style="list-style-type: none"> • Use all the class time. Come to class on time and stay in class until the end. Coming late, leaving early, and getting up during class disrupts the class and disrespects others. • Come prepared. Bring your texts, be prepared to take notes, and be able to demonstrate that you have completed the assignments for the day through your participation in class. • Respect others. Listen when your classmates and the instructor are speaking. Think about their contributions. Respond appropriately. • Use electronic devices only for class purposes. Engage with your classmates and the instructor without technological distractions • Online Attendance. If attending class online student should be seated in view and dressed appropriately.
CCSJ Student Honor Code	<p>This course asks students to reaffirm the CCSJ Student Honor Code:</p> <p>I, as a student member of the Calumet College academic community, in accordance with the college's mission and in a spirit of mutual respect, pledge to:</p> <ul style="list-style-type: none"> • Continuously embrace honesty and curiosity in the pursuit of my educational goals; • Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my community; • Do my own work with integrity at all times, in accordance with syllabi, and without giving or receiving inappropriate aid; • Do my utmost to act with commitment, inside and outside of class, to the goals and mission of Calumet College of St. Joseph.
Doing Your Own Work	<p>If you turn in work that is not your own, you will be subject to judicial review by the Faculty-Student Grievance Committee. These procedures can be found in the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines to document sources avoids plagiarism. You'll find guides to the major citation methods at the CCSJ Specker Library Web page at http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite</p> <p>You'll also find a comprehensive guide to understanding what constitutes plagiarism, "What Is Plagiarism," on the Specker Library Web page at https://www.ccsj.edu/library/What%20is%20Plagiarism.pdf This guide comes from Plagiarism.com, and covers many ways in which plagiarism can occur. Be sure to review this important source!</p> <p>Please note: All papers may be electronically checked for plagiarism.</p>
Sharing Your Class Experience	<p>Your voice matters! At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are essential to our ongoing efforts to ensure that you have a great experience that leaves you well prepared for your future. Take the time to complete your course evaluations – we value your feedback!</p>
Withdrawing from Class	<p>After the last day established for class changes has passed (see the College calendar in the CCSJ Course Catalog), you may withdraw from a course by following the policy outlined in the Course Catalog.</p>

Using Electronic Devices	Electronic devices are out of place in the classroom. Please keep them silent and put away during class. Additionally, NO ELECTRONIC DEVICES OF ANY KIND ARE TO BE USED ON QUIZZES OR EXAMS.
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Resources	
CCSJ Book Rental Program	The CCSJ Book Program ensures that everyone has the right course materials on the first day of class to be successful. You pay a book rental fee each semester, and in return, receive all the materials for all your classes prior to the beginning of classes. At the end of the semester, simply return the books. For traditional students, the Book Rental Program is conveniently located in the library, where students can pick up and return their books. For students in accelerated programs and graduate programs, books will be delivered to their homes and they can return them by mail. For more information, see http://www.ccsj.edu/bookstore . All books must be returned at the end of the semester or you will incur additional fees, which will be charged to your student account.
Student Success Center	The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library. In addition, you can access online tutoring at Tutor.com. See the link within the Blackboard course.
Disability Services	Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.
Student Assistance Program	Through a partnership with Crown Counseling , Calumet College of St. Joseph provides a free Student Assistance Program (SAP) to current students. The SAP is a confidential counseling service provided to students for personal and school concerns which may be interfering with academic performance and/or quality of life. The SAP counselor is available on campus once a week and off-site at the Crown Counseling offices in Crown Point or Hammond. For more information, contact Kerry Knowles SAP Counselor , at 219-663-6353 (office), 219-413-3702 (cell), or kerryk@crowncounseling.org .
CCSJ Alerts	Calumet College of St. Joseph’s emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College’s website at: http://www.ccsj.edu/alerts/index.html .