
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 104C Algebra and Trigonometry, Fall 2020**

Instructor Information:	
Instructor Name	Alyssa Rodriguez
Office Number:	500
Phone Number:	Office: 219-473-4266
Email:	arodriguez@ccsj.edu
Office Hours:	Virtual Office Hours: MTW 1 – 5 pm <ul style="list-style-type: none">• Please note that meetings and appointments can impact these hours.• Additional office hours are available by appointment <p>Via web browser: Join Zoom Meeting https://ccsj.zoom.us/j/8479812507?pwd=SVpYaDIMVDhpaZlXN3BIZmpteHBIZz09</p> <p>Meeting ID: 847 981 2507 Passcode: officehour</p> <p>Via Phone: Call: 312 626 6799</p> <p>Meeting ID: 847 981 2507 Passcode: 8744163209</p> <p>If I do not let you in from the waiting room after 5 minutes, please text (219)796-4583 and I will let you know when I will be available.</p>

Instructor Background:

Alyssa Rodriguez has a BS in Mathematics Education, a MA in Leadership in Teaching, and is finishing a Ph.D. in Research Methodology. Alyssa teaches research methods, statistics, and education courses at the graduate level, statistics, math and education courses at the undergraduate level, and consults in the areas of general research and data analysis.

In her free time Alyssa enjoys reading, cooking, and spending time with her family. Prior to COVID 19, Alyssa spent quite a bit of time exploring Chicago, hiking with her Doberman pup, and sweating to good music in Zumba classes.

Course Information:

Course Delivery Method:	Hybrid
	<p>Please see schedule for dates of in-person meetings. Most instruction will take place virtually. If a student is unable to attend an in-person class meeting, they are expected to attend via zoom (link available on Blackboard).</p> <p>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.</p>
Course Time:	MW 8:30 – 10:00 am
Classroom:	200 (when in-person)
Prerequisites:	MATH 103 with a grade of 'C' or better, or an equivalent Accuplacer score.
Required Books and Materials:	<p>Beecher, Penna, Bittinger; <u>Algebra and Trigonometry</u>; 5th ed, Pearson ISBN: 9780321969569</p> <p>**It is strongly recommended that you have a Texas Instrument 84 (TI-84) for this class.</p>
Learning Outcomes/ Competencies:	
Through appropriate assessments students will demonstrate that they are able to:	

1. **Remember** the necessary steps and procedures for manipulating, simplifying, and solving: polynomial and rational functions, exponential and logarithmic functions, trigonometric functions, and the laws of sine's and cosines.
2. **Understand** what each procedure, manipulation, simplification, and solution means on a conceptual level.
3. **Apply** their understanding of polynomial and rational functions, exponential and logarithmic functions, trigonometric functions, and the laws of sine's and cosines to solve application problems.
4. **Analyze** problems in physics, economics, business, and biology to determine appropriate methods for solving them using algebra skills and concepts.
5. **Evaluate** proposed solutions with respect to commonly accepted practices used in physics, economics, business, and biology.

This course meets the following General Education objectives:

Students can represent, apply, analyze, and evaluate relevant qualitative and quantitative mathematical and scientific evidence to support or refute an argument (e.g., using equations, graphs, diagrams, tables, words).

This course meets Calumet College of St. Joseph's Signature Assignment requirement to demonstrate fundamental competency in quantitative reasoning and scientific inquiry.

Course Description:

This course is designed to prepare students for the standard calculus sequence. Topics include polynomial and rational functions, exponential and logarithmic functions, trigonometric functions, and the laws of sine's and cosines.

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 CCSJ Student Success Center will help ensure your success.

Experiential Learning Opportunities:

Assessments:

Assessments:		
Major Assignments:		
Exams	Chapter Exams (Review/1, 2, 3-4, 5, 6, 7)	50% of grade
Cumulative Final Exam	Chapter 1-7, 8.1-8.2	25% of grade
Textbook Homework	Assigned per Chapter	10% of grade
IXL Homework	Assigned with each Section	10% of grade
In Class Assignments	Assigned Regularly in Class	5% of grade

<p>Class Participation:</p>	<p>Tests and In Class Assignments:</p> <ul style="list-style-type: none"> • Six <u>chapter tests</u> will be given during the term and <u>one comprehensive final exam</u> during exam week. • 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 will be allowed to drop your lowest CHAPTER EXAM score (NOT final exam score). If you are absent on the day of an exam, that will be your dropped exam score. • There are ABSOLUTELY NO make-up exams for any reason. That is why you are allowed to drop your lowest chapter exam score. (If you have an athletic competition or other important appointment, send me an electronic notice at least 48 hours in advance and you can take the exam BEFORE you peers). Arrangements for alternative exam settings MUST be made at least 48 hours in advance of a scheduled exam. • In class assignments cannot be made up, but your lowest score will be dropped. In class assignments will not be announced ahead of time. <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. Problems should be copied from the book and all necessary work should be shown. Answers without work will not be given credit. All written homework from the textbook will be due when you take your exams. <p>NO LATE HOMEWORK will be accepted, for any reason, period. You are welcome to turn it in early, but never late.</p>	
<p>Total</p>		
<p>Grading Scale:</p> <p>100% – 92%: A 91% – 90%: A- 89% – 88%: B+ 87% – 82%: B 81% – 80%: B-</p>		

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.

Date	What's Happening?	What's Due?
8/24	IN PERSON: Syllabus, Intro, PreTest	
8/26	Virtual Class: See Zoom link on Bb JIT	
8/31	Virtual Notes on Bb 1.1, 1.2	
9/2	Virtual Class: See Zoom link on Bb 1.3, 1.4	
9/7	Labor Day – No Class	
9/9	Virtual Class: See Zoom link on Bb 1.5, 1.6	
9/14	IN PERSON: Exam 1 (Chapter 1 and Review Chapter)	JIT HW Due Chapter 1 HW Due IXL Check Due
9/16	Virtual Notes on Bb 2.1, 2.2	
9/21	Virtual Notes on Bb 2.3, 2.4	Chapter 2 Test HW Due IXL Check Due
9/23	Virtual Class: See Zoom link on Bb 2.5, 2.6	
9/28	Virtual Notes on Bb 3.1, 3.2	
9/30	Virtual Class: See Zoom link on Bb 3.3, 3.4	
10/5	Virtual Notes on Bb 3.4, 3.5	
10/7	Virtual Class: See Zoom link on Bb Review	
10/12	IN PERSON: Exam 2 (Chapter 2 &3)	Chapter 2 HW Due Chapter 3 HW Due IXL Check Due
10/14	Virtual Notes on Bb 4.1, 4.2, 4.3 4.4	
10/19	Virtual Notes on Bb 4.5, 4.6	
10/21	Virtual Class: See Zoom link on Bb 5.1, 5.2, 5.3	
10/26	Virtual Notes on Bb 5.3, 5.4, 5.5, 5.6,	
10/28	Virtual Class: See Zoom link on Bb Review	
11/2	IN PERSON: Exam 3 (Chapter 4 &5)	Chapter 4 HW Due Chapter 5 HW Due IXL Check Due
11/4	Virtual Notes on Bb 6.1, 6.2	
11/9	Virtual Notes on Bb 6.3, 6.5	
11/11	Virtual Class: See Zoom link on Bb 6.6, 7.1	

11/16	Virtual Notes on Bb 7.2, 7.3	
11/18	Virtual Class: See Zoom link on Bb 7.4, 7.5	
11/23	NO CLASS – Fall Recess	
11/25	NO CLASS – Fall Recess	
11/30	Virtual Class: See Zoom link on Bb Review	Chapter 6 HW Due Chapter 7 HW Due IXL Check Due
12/2	IN PERSON: Exam 4 (Chapter 6 - 8)	
12/7	Virtual Class: See Zoom link on Bb Review	Mid Chapter Review HW Due IXL Check Due
12/9	Final Exam	

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. 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 will be tracked each class period. This will be done in-person on days the class meets as a class. It will happen virtually, by roll-call in zoom meeting or assignment upload for virtual notes.</p>
Turning In Your Work	You cannot succeed in this class if you do not turn in all your work when due. Late work will not be accepted.
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	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!
Withdrawing from Class	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.

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 .