Basic Course Information

Semester:	**Spring 2020**	Instructor Name:	**Jill Kitzmiller**
Course Title & #:	**Math -091**	Email:	**Jill.kitzmiller@imperial.edu**
CRN #:	**20806**	Webpage (optional):	
Classroom:	**2728**	Office #:	**2768**
Class Dates:	**2/18/20 – 6/12/20**	Office Hours:	**12:30 – 1:00 pm MW** **11:20 – 11:60 and** **2:30 – 3:30 pm T Th**
Class Days:	**T / TH**	Office Phone #:	**760-355-6296**
Class Times:	**3:45 - 6:15 pm**	Emergency Contact:	**Sylvia Murray – Staff Sec**
Units:	**5**		**760-355-6201**

Contacting the Instructor

I will be available before and after class in my office for personal discussion. I endeavor to listen to voice-mail and look at email each day when I am on campus, but spend most of my time in the classroom. I DO NOT look at email on the weekends (Friday- Sunday) or on holidays. I do not respond to email regarding absences, unless it is long term. I do not discuss grades over email; this must be done in person.

Course Description

A further study of the concepts of algebra. Topics covered include linear and quadratic equations, relations, functions and graphs, systems of equations, logarithmic and exponential functions, conic sections, and sequences and series. (Nontransferable, AA/AS degree only)

Course Requirements

None

Student Learning Outcomes

Given a problem or a set of problems, the student will demonstrate problem solving strategies by identifying an appropriate method to solve a problem, correctly set up the problem, perform the appropriate analysis and computation, and share their interpretation of the conclusion or the outcome, using correct grammar or in an oral presentation.

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. demonstrate an understanding of radical expressions and equations.
2. demonstrate an ability to solve applications, inequalities and absolute value inequalities.
3. demonstrate and understanding of quadratic functions, including graphing and equations.
4. demonstrate and understanding of functions and relations, including one to one functions.
5. demonstrate and understanding of logarithmic and exponential functions and their graphs.
6. classify and graph ellipses, parabolas, and hyperbolas.
7. demonstrate an understanding of sequences and series and their operations.

Textbooks & Other Resources or Links

__MYMATHLAB ACCESS CODE__: (required): This comes as an insert if you purchase a new text. If you choose not to purchase a new book, you may purchase the access code online OR at the IVC bookstore.
A handout with instructions on registering with MYMATHLAB, as well as the necessary course ID number will be provided and is also posted on Canvas.

__TEXTBOOK__ (recommended): Blitzer 2017. *Algebra for College Students* 8th. Pearson ISBN: 978-0134180847 .

__CALCULATOR__: A scientific calculator is required. NO graphing calculators or cell phones on exams.

Pace of Course and Tips for Success

This course moves rapidly, coving the material from one year of High School math in a 16-week semester. You should expect to spend at least 2 – 4 hours on homework after every class meeting.   If you are having difficulty with the material, DO NOT WAIT to get help. You can get help from me during class or in the Math Lab or Library Services Study Skills Center. Work with others outside of class, form a study group if possible. You are responsible for all material in assigned chapters and all material covered in lecture, even if you are absent, so find someone in class to make you copies of the notes / materials if you cannot be in class.

You cannot learn all of the material by just showing up to class.   Math is a skill that you can become good at by practicing it.   It is critical that you read the material, do the homework and ask questions. Homework helps you asses your own problem areas.   It also what makes the material "stick in your head". It is an extremely bad idea to wait until the weekend to start your homework. You will not be able to remember everything done in class. One of the best things you can do is reserve a time slot every day devoted to working on math. Avoid falling behind in the material, reading and homework. If you fall behind it will be difficult to catch up.

Instructional Methods

In class instructional method is lecture based with in class worksheets and practice problems that correspond to the material covered in lecture. Evaluation is based on in class examinations and out of class homework assignments.

__EXAMS__: There will be four in class exams (100 points each) and one comprehensive final examination (100 points). Exams are closed book/closed note and each student must work independently. There are **no make-up exams**. Plan now to be in class on the date of the exams. Any missing exam grade will be recorded as a "0". Your lowest test score will be replaced by the final exam (assuming that grade is higher). This can be done only one time. **Note: The final exam is cumulative and mandatory for all students.**

__HOMEWORK__: There will be homework assigned for each chapter in the book. Homework will be done online. **It will be difficult to pass the class if you do not complete any homework!** You must purchase the access to the website and then you may use you own personal computer with internet access or use a computer in the Math Lab or Library to complete the assignments. There are 100 points assigned for homework. **Homework grade will be given at the end of the course based on your percentage of work for all chapters.** An 85% or greater score will receive 10 points of extra credit on the percentage grade.

<u>Out of Class Assignments</u>: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time <u>and</u> two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

Points in this course are earned and grades are given according to the point scale outlined below. Points are approximate and may be modified according to extra or deleted assignments. Grades are not subjective. Grades are not negotiable. All students will be treated equally.

GRADING

To receive a passing grade of "C" or better, you must have 490 points or more based on:

Homework (Math XL)	100 points
Exams	400 points
Final	100 points
Total	600 points

Breakdown: 540 & up (90% and up) = A, 480 - 539 (80 – 89%) = B, 420 – 479 (70 – 79%) = C, 360 - 419 (60 – 69%) = D, below 360 (below 60%) = F.

Incomplete Grade

To receive a final grade of incomplete, you must be passing the class and be unable to take the final exam.

Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property. There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- Plagiarism is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an

examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC General Catalog.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms.   Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Online Netiquette

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!!)].

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC Library Department provides numerous Information Literacy Tutorials to assist students in this endeavor.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- CANVAS LMS. Canvas is Imperial Valley College's main Learning Management System. To log onto Canvas, use this link: Canvas Student Login. The Canvas Student Guides Site provides a variety of support available to students 24 hours per day. Additionally, a 24/7 Canvas Support Hotline is available for students to use: 877-893-9853.
- Learning Services.   There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your Campus Map for the Math Lab; Reading, Writing & Language Labs; and the Study Skills Center.
- Library Services.   There is more to our library than just books. You have access to tutors in the Study Skills Center, study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- **Student Health Center**. A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC Student Health Center at 760-355-6128 in Room 1536 for more information.
- **Mental Health Counseling Services**. Short-term individual, couples, family and group counseling services are available for currently enrolled students. Services are provided in a confidential, supportive, and culturally sensitive environment. Please contact the IVC Mental Health Counseling Services at 760-355-6310 or in the building 1536 for appointments or more information.

Veteran's Center

The mission of the IVC Military and Veteran Success Center is to provide a holistic approach to serving military/veteran students on three key areas: 1) Academics, 2) Health and Wellness, and 3) Camaraderie; to serve as a central hub that connects military/veteran students, as well as their families, to campus and community resources. Their goal is to ensure a seamless transition from military to civilian life. The Center is located in Building 600 (Office 624), telephone 760-355-6141.

Extended Opportunity Program and Services (EOPS)

The Extended Opportunity Program and Services (EOPS) offers services such as priority registration, personal/academic counseling, tutoring, book vouchers, and community referrals to qualifying low-income

students. EOPS is composed of a group of professionals ready to assist you with the resolution of both academic and personal issues. Our staff is set up to understand the problems of our culturally diverse population and strives to meet student needs that are as diverse as our student population.

Also under the umbrella of EOPS our CARE (Cooperative Agency Resources for Education) Program for single parents is specifically designed to provide support services and assist with the resolution of issues that are particular to this population. Students that are single parents receiving TANF/Cash Aid assistance may qualify for our CARE program, for additional information on CARE please contact Lourdes Mercado, 760-355- 6448, lourdes.mercado@imperial.edu.

EOPS provides additional support and services that may identify with one of the following experiences:

- Current and former foster youth students that were in the foster care system at any point in their lives
- Students experiencing homelessness
- Formerly incarcerated students

To apply for EOPS and for additional information on EOPS services, please contact Alexis Ayala, 760-355-5713, alexis.ayala@imperial.edu.

Student Equity Program

The Student Equity Program strives to improve Imperial Valley College's success outcomes, particularly for students who have been historically underrepresented and underserved. The college identifies strategies to monitor and address equity issues, making efforts to mitigate any disproportionate impact on student success and achievement. Our institutional data provides insight surrounding student populations who historically, are not fully represented. Student Equity addresses disparities and/or disproportionate impact in student success across disaggregated student equity groups including gender, ethnicity, disability status, financial need, Veterans, foster youth, homelessness, and formerly incarcerated students. The Student Equity Program provides direct supportive services to empower students experiencing insecurities related to food, housing, transportation, textbooks, and shower access. We recognize that students who struggle meeting their basic needs are also at an academic and economic disadvantage, creating barriers to academic success and wellness. We strive to remove barriers that affect IVC students' access to education, degree and certificate completion, successful completion of developmental math and English courses, and the ability to transfer to a university. Contact: 760.355.5736 or 760.355.5733 Building 100.

The Student Equity Program also houses IVC's Homeless Liaison, who provides direct services, campus, and community referrals to students experiencing homelessness as defined by the McKinney-Vento Act. Contact: 760.355.5736 Building 100.

Anticipated Class Schedule/Calendar

** Tentative – subject to change

SPRING 2020 – TENTATIVE SCHEDULE – Math 91

	Tuesday	Thursday
Week 1 February 17 – 21	1st day of class Introduction	14.1, 14.2
Week 2 February 24 – 28	14.3, 14.4	14.4, 15.1
Week 3 March 2 – 6	15.2, 15.3	15.4
Week 4 March 9 – 13	16.1, review	Exam 1
Week 5 March 16 – 20	16.2, 16.3	16.4, 16.5
Week 6 March 23 - 27	16.6	16.7
Week 7 March 30 – April 3	17.1, 17.2	17.3
Week 8 April 6 – 10	17.4, review	Exam 2
Week 9 April 13 – 17	Spring Break	Spring Break
Week 10 April 20 – 24	18.1, 18.2	18.3
Week 11 April 27 – May 1	18.4	18.5
Week 12 May 4 – 8	Review	Exam 3
Week 13 May 11 – 15	19.1, 19.2	19.3, 19.4
Week 14 May 18 – 22	19.5	20.1, 20.2
Week 15 May 25 – 29 (May 25 holiday)	20.3	Review
Week 16 June 1 – 5	Exam 4	Final review
Week 17 June8 – 12	Final review	Final