



Basic Course Information

Semester:	Spring 2023	Instructor Name:	Caroline Bennett
Course Title & #:	Math 98: Foundations of Algebra	Email:	caroline.bennett@imperial.edu
CRN #:	20760	Webpage (optional):	N/A
Classroom:	Building 2700, Room 2723	Office #:	Building 2700, Room 2765
Class Dates:	02/14/23 – 06/08/23	Office Hours:	Mon/Wed: 5:00 – 6:00 (on campus) Tues/Thurs: 12:00 – 1:00 (on campus)
Class Days:	Tues / Thurs	Office Phone #:	(760) 355 - 6124
Class Times:	1:00 – 4:10 pm	Emergency Contact:	(760) 355 - 6155
Units:	6.0	Class Format:	Face-to-Face (on campus)

Course Description

An introduction to the concepts of Algebra. Topics covered include linear and quadratic equations and their graphs; relations, functions and their graphs; polynomial and rational expressions and equations, logarithmic and exponential expressions and equations, radical expressions and equations. (Nontransferable, AA/AS degree only)

Course Prerequisite(s) and/or Corequisite(s)

None.

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

Demonstrate problem solving strategies by identifying an appropriate method to solve a given 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. This outcome will be assessed through selected exercises on exams throughout the semester. (ILO1, ILO2)

Course Objectives

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

1. Simplify polynomial expressions. Include use of factoring and simplifying using rules of exponents.
2. Simplify rational expressions
3. Simplify radical expressions, including rationalizing denominators.
4. Solve equations, including polynomial, rational, radical, exponential, logarithmic equations, and linear inequalities.
5. Graph linear, quadratic, radical, exponential and logarithmic equations.



Textbooks & Other Resources or Links

MyMathLab (REQUIRED): All homework, quizzes, and exams will be completed through the online learning platform MyMathLab. Information, link, and instructional video on how to get enrolled in MyMathLab will be available in Canvas. If you are already familiar with MyMathLab, then you can get enrolled with the following Course ID Number: **bennett46817**

Calculator (REQUIRED): A scientific calculator is required for this course. You can determine whether your calculator is a scientific calculator by checking that it has “log”, “ln”, and “e^x” buttons. An inexpensive scientific calculator can be purchased for \$10 - \$15.

Textbook (OPTIONAL): Blitzer, 2017. Developmental Mathematics for College Students, 1st ed. Pearson ISBN: 978 – 0134268330 ; Since the textbook is available online through the MyMathLab platform, it is NOT required that you purchase a physical textbook.

Course Grading Based on Course Objectives

EVALUATION:

Syllabus Quiz	25
FAQ/Student Responsibilities Quiz	25
In-Class Activities	100
MyMathLab Homework	100
Homework Quizzes (10 × 10 pts. each)	100
3 Exams × 150 points each	450
Final Exam (cumulative)	+ 200
	<u>1000</u>

GRADING SCALE

900 – 1000	A
800 – 899	B
700 – 799	C
600 – 699	D
Below 600	F

NOTE: Grades are NOT posted in Canvas.

NOTE: The final exam in this course is cumulative and mandatory for all students. Math 98 has a “common final”, in order to promote fairness and consistency across all Math 98 sections.

NOTE: The grade that is earned, according to the point scale above, is the grade that will be received. Grades are not subjective. Grades are not negotiable. All students will be assessed according to equal standards.

PERCENTAGES SHOWN IN MYMATHLAB: MyMathLab will automatically display a current “percentage” based upon the online work that you have completed (on homework only). However, this percentage generally does NOT reflect your accurate overall course grade, as it does not include the work that is completed in class (activities, quizzes, and exams). At the end of the semester, students’ MyMathLab data will be exported by the instructor to a separate spreadsheet, and grades will be calculated according to the category weights outlined above. You may contact the instructor at any point throughout the semester if you wish to see your current overall grade approximation.



Course Requirements and Instructional Methods

LECTURE AND INSTRUCTION

On Tuesdays and Thursdays, our class will meet in person on campus (room 2723) from 1:00 pm – 4:10 pm. Classroom time will include a combination of instructor lecture and student activity time, as well as some opportunities to ask questions and receive help from both the embedded tutor and the instructor.

Quizzes and exams take place in person during class time. While students may sometimes be permitted to work together during quizzes, exams must be done individually. Although homework is online, **quizzes and exams must be taken in person**. The only exception is the Make-Up Quiz that is offered toward the end of the semester (see Course Calendar for the Make-Up Quiz due date).

CATEGORIES OF ASSIGNMENTS

ONLINE (CANVAS): SYLLABUS QUIZ AND FAQ/STUDENT RESPONSIBILITIES QUIZ

These are the only two online assignments that will be done through Canvas (instead of MyMathLab). These are both due by 11:59 pm on Friday, February 17. These two quizzes have unlimited attempts until their deadlines, with the highest score kept. So, the sooner you get started, the more time you will have to maximize your scores.

ONLINE (MYMATHLAB): HOMEWORK ASSIGNMENTS

These are the official homework assignments that make up the “Homework” portion of the overall course grade (see point scale on page 2). These assignments provide very essential practice to help students prepare for quizzes and exams.

Homeworks are generally delineated by chapter/section, and each assignment is typically open for 3 – 7 days. After each assignment’s deadline passes, its link will remain open, and students will be able to continue working on it for 50% credit on any problems completed past the deadline (problems completed before the deadline still retain their 100% credit).

In the homework assignments, you have unlimited tries on each problem. Therefore, if you are willing to devote the necessary time and patience, then you can achieve a score of 100% on every homework assignment.

Students can receive assistance from me on particular homework problems during designated office hours, or from our embedded tutor during their review session times, or from any other math tutor provided by the IVC Learning Support Services Center or other tutoring resources. **The sooner you get started on each assignment, the more time you will have to ask questions and get help on particular problem areas.**



A NOTE ABOUT HOMEWORK DEADLINES: Homework deadlines are strict. Please understand that I cannot extend homework deadlines for particular students because of a missed a due date. In the interest of equity and fairness, it is vital that all students be assessed with exactly the same assignments and deadlines. **It is each student's responsibility to log in regularly and stay on top of all due dates.** For the online homeworks, after an assignment's due date passes, you may still work on it for 50% credit (you keep 100% credit for all work done before the due date).

IN CLASS: GROUPWORK ACTIVITIES

Some in-class activities will be assigned and collected during class time. Although students may work together on these activities, each student must turn in their own work. **These are essentially "attendance" points that come from being present and participatory in class; therefore, missed activities cannot be made up later** (just as missed attendance cannot be made up).

If you attend regularly and only miss a couple of in-class activities throughout the semester, then this will have no significant impact on your overall grade. However, if you routinely miss class on a frequent basis, then these small in-class activity points will start to accumulate and have a greater impact on your overall course grade. Therefore, you should only remain in this class if you intend to commit to full, regular attendance throughout the semester.

IN CLASS: QUIZZES

Quizzes take place in class (see Course Calendar on page 9 for quiz dates). A total of 10 quizzes will comprise the Quiz portion of the overall course grade. Students may be allowed to work together during quizzes, but each student must turn in their own quiz. Quizzes must be taken in person. Only one missed quiz can be made up with the universal Make-Up Quiz that will be available toward the end of the semester (see "Make-Ups" section below). If no quizzes are missed, then students may elect to either skip the Make-Up Quiz or take the Make-Up Quiz and replace their lowest quiz score (this opportunity is forfeited if a quiz is missed).

Most quiz problems come DIRECTLY from the MyMathLab homework assignments. Therefore, if you complete the homework in a timely manner, then you will have already seen and done most of the quiz problems ahead of time (with different numbers). This is one more reason why it is a good idea to stay on top of the homework at all times.

IN CLASS: EXAMS

There will be 3 regular exams and one cumulative Final Exam (see Course Calendar on page 9 for exam dates). Exams must be taken in person. Unlike quizzes, students may not work together during exams. Exams are closed-book and closed-note. Calculators are permitted during exams, but NO cell phones or electronic devices of any kind. Students found using a phone/device during on an exam will receive an automatic score of "0" for that exam, and a report of the incident will be sent to the Dean of Student Affairs.



MAKE-UPS

Each student will have the chance to make up ONE missed exam on the **designated Make-Up Exam day of Thursday, June 1**. The Make-Up Exam can replace only one missing exam score. If you do NOT miss any exams, then you may choose to take the Make-Up Exam if you wish, and replace your lowest exam score (if your Make-Up Exam score is higher than your lowest exam score).

Similarly, students may make up ONE missed quiz score, or opt to use the Make-Up Quiz to replace their lowest quiz score if no quizzes are missed. However, **unlike the Make-Up Exam, the Make-Up Quiz will be offered online through MyMathLab**. It will be open for approximately one week toward the end of the semester, and will close at 11:59 pm on Thursday, June 1.

All quiz and exam dates are listed in the Course Calendar on page 9; please plan accordingly. If you know ahead of time that you absolutely cannot make an exam date due to an out-of-town trip or important engagement, it is possible to arrange with me to take an exam 1 – 3 days ahead of time. However, it is not possible to take an exam after the rest of the class takes it; in such cases, it will be necessary to take the universal Make-Up Exam on Thursday, June 1.

Course Policies

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.

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 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) use of a commercial term paper service.

- The consequences of academic dishonesty are severe and may include the possibility of expulsion. For further information, refer to the Standards of Student Conduct on pp. 45-46 of the 2019-2020 General Catalog.

HOW DO I SHOW ACADEMIC HONESTY AND INTEGRITY IN AN ONLINE "CLASSROOM"?

- KEEP YOUR PASSWORDS CONFIDENTIAL.
 - o You have a unique password to access online software like Canvas. Never allow someone else to log-in to your account.
- COMPLETE YOUR OWN COURSEWORK.
 - o When you register for an online class and log-in to Canvas, you do so with the understanding that you will produce your own work, take your own exams, and will do so without the assistance of others (unless directed by the instructor).

NOTE: Although this is a face-to-face class, many of these of principles regarding academic honesty in online classes still do apply to our MyMathLab homework assignments.



Examples of Academic Dishonesty that can occur in an online environment:

- Copying from others on a quiz, test, examination, or assignment;
- Allowing someone else to copy your answers on a quiz, test, exam, or assignment;
- Having someone else take an exam or quiz for you;
- Conferring with others during a test or quiz (if the instructor didn't explicitly say it was a group project, then he/she expects you to do the work without conferring with others);
- Buying or using a term paper or research paper from an internet source or other company or taking any work of another, even with permission, and presenting the work as your own;
- Excessive revising or editing by others that substantially alters your final work;
- Sharing information that allows other students an advantage on an exam (such as telling a peer what to expect on a make-up exam or prepping a student for a test in another section of the same class);
- Taking and using the words, work, or ideas of others and presenting any of these as your own work is plagiarism. This applies to all work generated by another, whether it be oral, written, or artistic work. Plagiarism may either be deliberate or unintentional.

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 (!!!!)].

Other Course Information

Out of Class Assignments: 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 and two (2) hours of out-of-class time per week over the span of a semester. The Western Association of Schools and Colleges (WASC) has adopted a similar requirement. Since Math 98 is a 6-unit class, during a 16-week semester you should plan to spend a **minimum of 12 hours per week** working on homework, studying, receiving tutoring, etc., outside of class time, in order to achieve success.

The structuring of out-of-class hours is at your discretion; however, it is wise to **set up and stick to a routine** so that you follow the same structured schedule every week. As with any college math course, this course will be fast-paced and intensive. If you plan to stay in the class, it is a serious commitment.



IVC Student Resources

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.

CANVAS LMS: Canvas is Imperial Valley College's Learning Management System. 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.

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas. Services include, but are not limited to:

- Tutoring Labs
- Career Services Center
- Child Development Center
- Student Counseling and Health Services
- Military and Veteran Success Center
- Extended Opportunity Program and Services (EOPS)
- Disabled Student Programs and Services
- Student Equity & Achievement Program*
- Library Services and Information Literacy

***What if I cannot afford food, books, or need other help?**

The Student Equity & Achievement Program has many resources that are available to you. Please tell us what you need by submitting your request(s) here:

<https://imperial.edu/students/student-equity-and-achievement/>



Anticipated Class Schedule/Calendar

(*With the exception of the Final Exam, these dates are tentative and subject to change with advance notice!)

Tuesday	Thursday	Weekly Goals
2/14 First day of class	2/16	8.4, 8.6, 9.1; Syllabus Quiz, FAQ Quiz due Friday, 2/17 by 11:59 pm
2/21	2/23 QUIZ 1	9.2 – 9.4
2/28	3/2 QUIZ 2	11.1 – 11.3, 11.5
3/7	3/9 QUIZ 3	11.5 – 11.7, 12.1 – 12.2
3/14	3/16 EXAM 1	12.3 – 12.4, exam
3/21	3/23 QUIZ 4	12.5 – 12.6, 13.1 – 13.3
3/28	3/30 QUIZ 5	13.4 – 13.6, 14.1
4/4	4/6 QUIZ 6	14.2 – 14.4
4/11 S P R I N G	4/13 B R E A K	
4/18	4/20 QUIZ 7	16.1 – 16.4
4/25	4/27 EXAM 2	16.4, exam
5/2	5/4 QUIZ 9	16.5 – 16.7
5/9	5/11 QUIZ 9	17.1 – 17.2
5/16	5/18 QUIZ 10	17.3, 18.1
5/23	5/25 EXAM 3	18.2, exam
5/30	6/1 MAKE-UP EXAM MAKE-UP QUIZ DUE BY 11:59 PM	18.3 – 18.4
6/6	6/8 FINAL EXAM; HW CLOSES AT 12:45 PM	Review, Final Exam

IMPORTANT DATES AND DEADLINES:

February 20	Holiday (Washington's birthday)
February 25	Last day to add class; last day to withdraw without owing fees and/or be eligible for refund
February 26	Last day to withdraw without course appearing on transcripts (without receiving a "W")
April 10 – 14	Holiday (Spring Break)
May 13	Last day to withdraw and receive a "W"
May 29	Holiday (Memorial Day)
June 1	Make-Up Exam
June 8	Final Exam (comprehensive)



GET TUTORING HELP WHEN YOU HAVE QUESTIONS



1

Our class's own **embedded tutor**, _____, will be holding free tutoring sessions for several hours each week (solely for students in our Math 98 class).

[Please check back here or on Canvas for more detailed information once the days, times, and format of our tutor's review sessions, once they have been determined]

2

The Learning Services Support Center is holding online tutoring both in person at the IVC Library and online through Zoom:

<https://www.imperial.edu/students/learning-services/study-skills-center/>

Or, simply click on **"IVC Tutoring"** from the menu on the left of our Math 98 Canvas page to their online tutoring. For both in-person and online tutoring, appointments are not necessary for "drop-in" sessions.

3

I will be holding office hours each week at the following days and times:

Monday/Wednesday: 5:00 – 6:00 pm (on campus)

Tuesday/Thursday: 12:00 – 1:00 pm (on campus)

Lots of help is available, but you must take advantage in order to benefit!

"Never regard your study as a duty, but as the enviable opportunity to learn to know the liberating influence of beauty in the realm of the spirit for your own personal joy and to the profit of the community to which your later work belongs."

-- Albert Einstein

