

**Syllabus**  
**Math 120 - Intermediate Algebra**  
**Mr. Eitel**  
**Fall – Spring**

**Disclaimer 1:**

All the written lecture notes and examples for the course are posted on line and take the place of lecture in a regular textbook. The in class work and chapter homework is printed and bound. It is sold in the FLC bookstore. It is required that you bring this text to class each day as I will use it as part of the lecture. Answers for the homework will be provided. There will be typos that need to be corrected. A list of these typos will be announced in class as they are discovered. This may cause a distraction for some students. **If you feel it is not in your best interests to work in this manner please drop the course and take a course that uses a format that better meets your needs.**

**Disclaimer 2:**

All information in the syllabus is subject to change if the instructor finds it necessary. Any changes will be verbally announced during a class session. Absent students are still responsible for any changes.

**Instructor Info:**

**Web Site Address:** [www.flc.losrios.edu/~eitel](http://www.flc.losrios.edu/~eitel)

**E-mail:** [eitelj@flc.losrios.edu](mailto:eitelj@flc.losrios.edu) I read and answer my e-mail Monday to Wednesday. Please do not expect an answer to your e-mails sent on Thursdays to Sunday.

**Please include your name , the course name and the term in the subject line**

**Example: John Doe Math 120 Spring 2012**

**No e-mail will be responded to unless this format is used.**

Get to know the names, e-mail address and and phone number of several fellow students in the class. If you are absent it is your responsibility to contact a fellow student to find out what you missed. PLEASE DO NOT E-MAIL me to ask what was covered in class.

**Voice mail:** (916) 608-6580 Please do not use my voice mail. Send me an e-mail.

**Snail Mail:** A mailbox is in the hall of the new building at Folsom Lake College

**Office:** Located in the main building with the Library. Room FL1 - 137

**Office Hours:** Given out in class during the first week of instruction. Some office hours are held in in my office. and some may be held in a classroom. The hours and locations of my office hours are posted to the right of my office door.

## **Textbooks:**

**Required:** A Workbook For Intermediate Algebra by Eitel 2012 copyright. is required. Sold in the FLC Bookstore. It must be a new unused book. This workbook cannot be sold back used.

**Reference Text:** Intermediate Algebra by Bittinger , 10<sup>th</sup> Edition. On reserve in the FLC Library or for purchase from the FLC bookstore.

## **Required Prerequisite:**

Students are required to show proof of meeting the required prerequisite for the course. The prerequisite is a minimum “C” grade in Math 100 or a printed copy of an FLC assessment test showing placement into the course. **An ARC or Sierra Self Placement is not acceptable.** The instructor will ask for the proof that you meet the prerequisite on the first day of the course. The instructor will have a list of students whom the college has already listed as having met the prerequisite. If you are not on that list you will need to provide proof by showing a transcript, grade report or a Folsom Lake College assessment test score that places you into the course. You will be given until the **start of the first meeting of the second week** to show proof of meeting the prerequisite. If you cannot produce the required proof by the **START** that **class meeting you will be dropped from the course.** If you took a course at another college that you feel is equivalent to the required course listed above then be sure to bring transcripts and course descriptions as evidence to show the course is the same as the one we require. If you have any questions be sure to check with the instructor on the **first day of instruction** so you will have the maximum amount of time to meet the requirements have the maximum amount of time to meet the requirements.

## **Adding the Course:**

**In general every seat is taken and a wait list is in place at the start of the semester. There is a low probability of being able to add this class. An open seat may develop in the first few days due to no shows and students drops but the number of seats that open up is normally very small.**

**First Week Class Meetings:** I will take roll at the start of class and announce which students need to show proof of meeting the prerequisite.

**Second Meeting:** I will take roll at the **start of class.** I will drop students who are no shows at this time and ask students who still need to show proof of meeting the prerequisite hand me the proof . I will drop any students who have failed to provide proof of meeting the prerequisite **at the start time listed for the class.** I may add students at this time based on the listed cap for the course. If I do add students it will be students from the wait **based on their ability to hand me a prerequisite at that time.** No student will be added without proof of a prerequisite. If you are trying to add and do not have the proof of meeting the prerequisite I will continue down the list adding students that do have the proof of meeting the prerequisite.

**The Course:** Math 120 is the second of two courses in algebra that are necessary for the further study in math, science, or computer science courses. Math 120 credit can be applied for an Associate of Arts degree but is not recommended for transfer to CSU or UC schools. The course will include a review of concepts from Math 100 and a study of functions, solving equations, graphing and other topics in algebra. A more specific breakdown of topics can be found in the College Handbook. It is highly recommended that you see a counselor as part of your college planning.

## Learning Outcomes and Objectives

Upon completion of this course, the student will be able to:

- \* solve equations involving polynomial, rational, absolute value, radical, exponential, or logarithmic expressions.
- \* graph and perform simple transformations (translations, reflections, and scale factors) on linear, quadratic, exponential, logarithmic, simple rational, and simple polynomial functions.
- \* demonstrate the ability to appropriately use function notation, terminology, and operations.
- \* solve application problems using intermediate context-appropriate models.
- \* The course is intended to increase your ability to do basic operations mentally and on paper thus **calculators use is restricted to material and tests that the instructor announces as requiring a calculator .**

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**Grading:** Letter grades will be calculated based on the percentage of the total points:

**A** 90% - 100%      **B** 80% - 89      **C** 70% - 79%      **D** 60% - 69%      **F** below 60%

**Points Possible:** The following is an approximate list of the points available during the semester.

**Homework**                      5 to 10 points possible each time the book is handed in on the day of the test.

**Quizzes**                        Some quizzes may be given. There is no makeup for the quizzes. Quiz points vary.

**Tests**                              50 to 100 points possible each test. There will be 5 or 6 tests a semester.

**Final Exam**                    1 final exam may be given **No Make Up is allowed for the final review or the final exam.**

**Hybrid Information:** The class meets for only half of the normal instructional hours. The lecture is fast paced and covers a lot of material each class meeting. This requires that the student take more responsibility for covering the material themselves before the lecture takes place and keeping ahead of the assignments. Some of the extra time is made up with extra practice in the workbook and material that is downloaded by the student and completed outside of class. The course will work best if you read the material to be covered **BEFORE** the lecture and do as many problems as you can. This will allow you to ask questions and clarify concepts during the lecture. The use of the Math Tutors may also assist you in keeping up with the pace of the course and assist you in preparing for tests.

**Attendance:** Attendance is vital to your success in this class. Both state law and district policy require attendance. Failure to attend class or late arrivals or early departures may result in your being dropped from the class or given a grade of F. Excessive absence is defined by the district as more than 6% of the total scheduled class meetings. For classes that meet 3 days a week that is **3 absences**. For classes that meet 2 days a week that is **2 absences**. You may be dropped or given an F for excessive absences. Arriving late and/or leaving early will be counted as 1/2 an absence for **each occurrence**. I understand that many events can occur that demand your attention and may cause you to miss a class. Absence will not excuse due dates for assignments. Absence will not be an excuse for missed announcements. You must be in class to hear changes in assignments and testing dates and other announcements regarding the class. Please do not e-mail me to ask what was covered in class. Get to know the names, e-mail address and phone number of several fellow students in the class. If you are absent it is your responsibility to contact a fellow student to find out from them what you missed. The instructor reserves the right to deduct 3 points from your grade for each absence, late arrival and/or early departure,

**Course Withdrawal (Drop):** The school posts drop date information on the college web site. Up to the first deadline you can drop the course with nothing recorded on your transcript. Up to the second deadline you can drop the course with a W recorded on your transcript. Up to the final deadline you can drop the course with a WF recorded on your transcript. Beyond the last deadline no drops are allowed. It is your responsibility to drop the course in a timely manner based on the posted deadlines. I will not help process a student drop beyond the posted deadlines.

**Calculators:** A **non graphing calculator** that supports all the basic functions is required for parts of the course. Most of the tests do not allow a calculator. Some of the tests are broken into two parts: The first part is done with no calculator and the second part requires a non graphing calculator. No advanced graphing calculators may be used on any test. Using a calculator on any non calculator part of any test will result in a grade of F for that test. No extra notes may be attached to or written on the calculator. This is considered cheating. It is your responsibility to know if a calculator can be used. If in doubt ask before using one. I will attempt to support the most common calculators but you are responsible for knowing how your calculator works. Please make sure it has sufficient power and is the correct mode. If you have any questions please see me in advance of the test.

**Homework:** Your workbook will be handed in on the day of each test. Homework is due on the test date **before the test is handed out otherwise it is late**. Homework handed in after the test has started but before the start of the next class meeting will be accepted but at a reduced score. **Homework will NOT be accepted beyond that time.** During the test I will check your work and return your workbook at the end of class. All work needed to complete the problem should be shown and the answer circled. If you do not show all the work required to complete the homework problems I will reduce your homework grade. A list of answers will not be accepted for any credit. If there are any questions about how much work is required for a problem ask me in advance or error on the side of showing all the steps. All homework is to be done by the enrolled student and must be your own work. Any attempt to copy or reuse homework or share the same work between students will result in an F grade for the entire unit.

**Quizzes:** I may give announced and unannounced quizzes in the course. Most quizzes will be announced. Some quizzes will be given verbally at the start of class. All the rules listed regarding tests and test grading will also be followed for any quizzes. If miss the quiz or you arrive late for the quiz **NO MAKE UP IS ALLOWED.**

**Tests Review:** I review before every test. It covers many of the major topics on the actual test. If the test review is a handout then the review must be turned in with all the required work shown as part of the home work. All work for the review must be shown on a separate sheet of paper. If the review is done during lecture then no material is required to be handed in.

**Tests:** I give a test over several chapters at a time in most cases. I will announce the test date a few days before the actual test. You need to be on time for the test to help provide a distraction free setting. Late arrivals may not be tested at the discretion of the instructor. 10% will be deducted from the test score for a slightly late arrival (up to 5 minutes) and 20% will be deducted from the test score for later arrivals. The instructor retains the right to refuse to test late arrivals if in their opinion it will disrupt the testing process. No notes or papers or electronic equipment of any kind can be in sight or used in any way during the test. You are expected to keep your eyes on your own paper during the test. You are expected to refrain from talking during the entire time the test is being given, If you fail to follow any of these requirements I will take your test and give you the grade of F with no retake allowed. You are required to **SHOW ALL YOUR WORK ON THE ACTUAL TEST.** Failure to show the work will result in the answer being marked wrong.

**Test Grading:** I will post your homework and test points and current point total for the class on the classroom wall on the day I return your tests. All questions concerning how your test was graded or your point total or grade must be raised on **the day it is returned.** Questions raised after that time will be answered only during office hours and no changes to your grade will be made. Any attempt to alter or change your test in any way for the purpose of changing your grade will result in an automatic F for the entire course and a referral to the college for discipline. I hand out your graded tests in class for you to review. I then collect all tests after you review them. Any attempt to keep a copy will be considered a theft of college documents. I keep them for two weeks and then destroy them.

**Early or Late Testing:** I give each test on the day and time announced. Tests cannot be given earlier or later than the in class day and time for the test. If you have needs that require you to miss a test a makeup test is allowed. The policy for the makeup test is listed below.

**Test Makeup:** A student may makeup one missed test. A final exam is given in the class. The score of the final is recorded as part of the point total. The final exam score will also be used **replace** one test grade due to absence. A 10% reduction in the final exam score will be applied to the retest score. No other makeup or retest will be allowed. If you have lost your makeup privilege for any reason then no makeup or retest will be allowed.

**Final Grades:** I will post your final grade on E Services by the grading deadline. All past scores and totals were validated at the time each test was returned and cannot be questioned at this late date. The only question allowed about your grade at this time would be a miss posting of your final exam score. If you have a question about the final exam score send your question to me by e-mail by the end of the second week after it was posted and I will save your final exam for your review the following semester during my office hours. College Policy and the California Education Code Section 76224a state that "the grade given to each student shall be the grade determined by the instructor and the determination of the grade, in the absence of mistake, shall be final" so any other questions about your grade cannot be considered.

**Cell Phones:** I understand that most students have cell phones. All cell phones must be **turned off and put away** while you are in class. If your cell phone is out, you are using it or it rings during a lecture class you will be asked to leave and given an absence for that day. If your cell phone rings during a test I will take your test at that time and grade what you have completed. No retake will be allowed. If there is a pressing need to have your phone on during a test you must let me know in advance so I can be aware of a possible interruption. The instructor reserves the right to deduct 3 points from your grade for each failure to observe this requirement.

**Electronic Devices:** The use of electronic devices of any type are not allowed during class at any time. Music players, radios, headphones, game devices, cell phones, laptops, PDA's and any other electronic devices **should not be used or visible in class**. No recording devices of any kind may be used in this class due to privacy rights issues. The instructor reserves the right to deduct 3 points from your grade for each failure to observe this requirement.

**Plagiarism:** During any quiz or test you are expected to do your own work. Please **keep your eyes on your own test**. **DO NOT** talk to other students during the exam time even if you are finished with the test. **DO NOT** have any extra paper, notes, calculators or other materials out during these times. The only time calculators or note cards are allowed is when the instructor states so in advance of the test and repeats that at the start of the test. **Failure to follow any of these rules will result in a failure for that test and a loss of any makeup privileges.**

**Student Conduct:** A code of student conduct can be found in the College Catalog. In addition to these general guidelines I expect each student to show respect for each other and the instructor at all times. Inappropriate verbal responses, argumentative language, inappropriate e-mail or written material will result in immediate referral to the dean as well as dismissal from class for the maximum time allowed. Misuse of phone or e-mail privileges will result in the loss of those mediums to contact the instructor.

**Tutoring Services:** Student tutors may be available free of charge. They are located in FLC1 room 107. The hours they are available are posted on the door. More information can be obtained by calling for FLC information at (916) 608 - 6607 FLC or EDC information at (530) 642 - 5623 EDC . Don't wait until the last minute as they may be busy.

**Resources:** The best resources for any student are your classmates. They can help you study, review for tests and share notes if you are absent. Get to know the names, e-mail address and phone number of several fellow students in the class. If you are absent it is your responsibility to contact a fellow student to find out what you missed. PLEASE DO NOT E-MAIL me to ask what was covered in class.

**Learning Disabilities Program:** Call (916) 608-6611 FLC or (530) 642 - 5630 EDC for information. A notice of qualifying for services is due to me by the end of the second week of instruction. Please be sure to follow all timelines regarding these services. Please be proactive. Get all your questions and concerns addressed at the start of the course. Issues that are brought up mid semester or at the last minute are often not as easy to solve as if we had addressed them at the start of the course. If you wish to have matters concerning your DSP&S program remain confidential then please conduct all matters regarding this in my office. This will ensure you of complete confidentiality. If you chose to conduct your business elsewhere then you are giving up your right to privacy.

Homework must be turned in to me the day and time the test is being given to the class. Bring it to the class on the day of the class test at the start of the class or hand it in to me before the class test time. Do not turn homework in to any other person. All proctored tests must be taken **on or before the day and time that the class takes them**. It is your responsibility to contact the DSP&S office far enough in advance to get a test appointment on or before the in class test is given. The **instructor and the DSP&S** office both need to be contacted 1 week in advance of a proctored test to schedule a proctored test. Failure to notify both parties by the required date will result in a loss of the proctored test date for that test. No make up will be allowed.