Math 130 - Precalculus - Fall 2013

Instructor: Dr. Lori McCune
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Office: Agenstein 135K
Phone: 816-271-4592

Office Hours: MF 12pm-1pm
T 9:30am-11:30am; R 9:30am-10:30am
other times available by appointment

The best method to contact me is by email.

COURSE INFORMATION
Class Times: MF 8:00am - 8:50am; TR 8:00am-9:20am Agenstein 328


A graphing calculator is required. The TI-83 or TI-84 is highly recommended. If you choose to use a different calculator, you are responsible for learning the graphing features of your calculator. Any calculator, such as the TI-89 or TI-91, capable of symbolic manipulation will NOT be allowed for use on quizzes and exams.

Regular class attendance and participation are essential to your success in this class. Excessive absences will hurt your grade. Asking questions and active participation in class will aid in your understanding of the material and will be reflected in your performance on homework, quizzes, and exams. You are responsible for all information, announcements and material covered during your absence.

Homework problems will be assigned regularly. Each homework assignment must be accompanied by a cover page with answers to the three questions below. Selected questions from each assignment will be graded. Students may also be asked to present solutions at the board for credit.

1. How much time did you spend on this assignment?

2. What do you think was the most important topic/skill for this assignment?

3. What do you think was the most difficult topic/problem for this assignment and what could I do to help you better understand this?

Two quizzes will be given most weeks. “Entry quizzes” will be given at the start of class and will cover material since the previous entry quiz. Students may not use notes or books on entry quizzes. “Exit quizzes” will be given at the end of class and will cover material from that day’s lecture. Exit quizzes are intended to encourage good note taking; therefore, students may use their own handwritten class notes on exit quizzes. Quizzes will not be announced in advance. There will be no make-ups for missed quizzes; however, I will drop your lowest quiz grade for each type of quiz.

Exams: There will be three in class exams. Exam dates will be announced at least one week in advance. Exams will cover material assigned in class and problems will be similar to those on the homework, quizzes, and those discussed in lecture. In addition there will be a comprehensive final exam scheduled for Wednesday, May 1, 2013 8:30am-10:20am.

There will be NO MAKE-UPS for missed exams, with the only exceptions being a university-sponsored event (athletic or academic) or in the case of legal or medical necessity. In these cases, documentation and advance notice are required.

Resources: Please see me if you are having trouble with this class. The Center for Academic Support (Hearnes Center 213) also provides tutoring for students one-on-one and in group settings. Your fellow classmates are also a good resource should you miss class or need a study buddy.
Evaluation Procedures: You will be assigned a final grade for this course based on the following:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Homework</td>
<td>20%</td>
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<tr>
<td>Quizzes</td>
<td>20%</td>
</tr>
<tr>
<td>Exams</td>
<td>40%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20%</td>
</tr>
</tbody>
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Evaluation Scale (in percentages): If you earn the following scores, you will receive no less than the grades listed:

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

Disabilities: If you have been diagnosed with a disability or if you suspect that you may have a disability that has never been diagnosed and would like to find out what services may be available, please visit the Office of Disability Services (ODS) in Eder Hall, room 203N or visit the ODS website at http://www.missouriwestern.edu/ds/ as soon as possible. This syllabus, as well as all other printed or electronic materials, can be made available in alternative/accessible formats if requested with sufficient prior notice. Missouri Western is an equal opportunity/affirmative action institution. Students with documented disabilities who require academic adjustments for this class are requested to contact me to discuss reasonable accommodations.

Cell Phones: Turn off your cell phone before entering the class. (Note that vibrate is not an off position.) If a cell phone activates during class you will be asked to leave. A cellphone is not a valid calculator for this course. A visible cell phone during class will be considered cheating.

Academic Honesty Policy and Due Process: Academic honesty is required in all academic endeavors. Violations of academic honesty include any instance of plagiarism, cheating, seeking credit for another's work, falsifying documents or academic records, or any other fraudulent activity. Violations of academic honesty may result in a failing grade on the assignment, failure in the course, or expulsion from the University. When a student’s grade has been affected, violations of academic honesty will be reported to the Provost or designated representative on the Academic Honesty Violation Report forms. Please see the Student Handbook for specific activities identified as violations of this policy and the student due process procedure. This handbook is also available online at http://www.missouriwestern.edu/handbook/index.pdf.

University Attendance Policy: See Student Handbook, p 14


Grade Appeals Process: See Student Handbook, p 11 (link given above). Students can request a copy of department specific procedures at the CSMP Department office (AH 140).