STEM Division

MATH 2412-43201, 4 Credit Hours
Pre-Calculus Mathematics
Spring 2017

Classes are Mondays, Wednesdays, and Fridays
Classes meet 11:15 a.m. to 1:45 p.m.
Room C142

Instructor: Jonathon Verwys

Contact Information:
Office: C227
Office Hours: TBD
Phone: (972) 860-7056
Email Address: jonathonverwys@dccc.edu

Contacting the Instructor:
My preferred method of contact is email. I check my email every day, and you should expect a response from me within 24-48 hours. I am not available on weekends, so do not wait to try to get ahold of me if you need me. When you email me, please include the course title (Math 2412) and either the section number or the class meeting time in the subject line. Please use correct English grammar as well as complete sentences when you email me.

Course Description:
This course consists of the study of algebraic and trigonometric topics including polynomial, rational, exponential, logarithmic and trigonometric functions and their graphs. Conic sections, polar coordinates, and other topics of analytic geometry will be included. (4 Lec.)

Prerequisite: MATH 1316.

Textbook and Other Course Materials:
- MyMathLab - Microsoft Windows 7 and 8 users should use one of the following browsers with MyMathLab courses--Chrome, Firefox or Internet Explorer 10 and 9. Click here for other system requirements. Course ID: verwys31267

Core Objectives:
MATH 2412 develops the following Core Objectives:
1. Critical Thinking - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
2. **Communication** - to include effective development, interpretation and expression of ideas through written and visual communication.

3. **Empirical and Quantitative Skills** - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.

**Student Learning Outcomes:**
After completing this course, the student should be able to:

1. Demonstrate and apply knowledge of properties of functions.
2. Recognize and apply algebraic and transcendental functions and solve related equations.
3. Apply graphing techniques to algebraic and transcendental functions.
4. Compute the values of trigonometric functions for key angles in all quadrants of the unit circle measured in both degrees and radians.
5. Prove trigonometric identities.
6. Solve right and oblique triangles.

**Grading Policy:**

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Assignment</th>
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<tbody>
<tr>
<td>10%</td>
<td>Participation and Quizzes</td>
</tr>
<tr>
<td>20-30%</td>
<td>Homework (your choice of 20%, 25%, or 30%)</td>
</tr>
<tr>
<td>35-45%</td>
<td>3 Exams (your choice of 35%, 40%, or 45% total)</td>
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<tr>
<td>25%</td>
<td>Final Exam</td>
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<tr>
<td>100%</td>
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**Grading Rationale:**

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90 – 100 %</td>
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<tr>
<td>B</td>
<td>80 – 89 %</td>
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<tr>
<td>C</td>
<td>70 – 79 %</td>
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<tr>
<td>D</td>
<td>60 – 69 %</td>
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<tr>
<td>E or F</td>
<td>0 – 59 %</td>
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**Policy on Missed Tests and Assignments:** Late homework assignments and quizzes will not be accepted. To compensate for this, your lowest two (2) homework assignments on MyMathLab will be dropped at the end of the semester. No make up exams will be given. If you know in advance that you must miss an exam, please come see me as soon as possible.

**Attendance Policy:**
You are expected to be present (both physically and mentally) for every class meeting, and I will take attendance every class. If you must miss a class, you must email me ahead of time and let me know the reason for your absence.

If a student is unable to complete a course (or courses) in which he/she is registered, it is the responsibility of the student to withdraw from the course by the appropriate date. (The date is published in the academic calendar each year and in each semester's class schedule). If a student does not withdraw, he/she will receive a performance grade, usually a grade of “F”.
Religious Holidays:
Absences for observance of a religious holy day are excused. Notification of the absence must be given to the instructor in writing at least two weeks prior to the date of the holy day. A student whose absence is excused to observe a religious holy day is allowed to contract with the instructor to take a make-up examination or complete an assignment within a mutually agreed upon time after the absence.

Obtaining Final Course Grades Using eConnect:
Final grade reports are no longer mailed. Convenient access is available online. Use your student identification number when you log into eConnect, an online system developed by the DCCCD to provide you with timely information regarding your college record. Your grades will also be printed on your Students Advising Report, which is available in the Admissions Office.

Drop Date:
Last date to drop with a grade of “W” is **Saturday, April 29**.

Drop Policy:
To drop a class or withdraw from the college, students must follow the prescribed procedure. It is the student’s responsibility to drop or withdraw. Failure to do so will result in receiving a performance grade, usually grade of “F”. No drop or withdrawal requests are accepted by telephone. Students who drop a class or withdraw from the College before the semester deadline receive a “W” (Withdraw) in each class dropped. The deadline for receiving a “W” is indicated on the academic calendar and the current class schedule. If you are unable to complete this course, you must withdraw from it by **April 29**. For more information, contact the Admissions/Registrar’s Office at 972-860-7167 (Room C 119.)

**STOP BEFORE YOU DROP**
Six Drop Rule: For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career, unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges.

Financial Aid:
If you are receiving Financial Aid grants or loans, you must begin attendance in all classes to be certified as attending class. In a Distance Learning Class, you must show participation in the class prior to the certification date by either e-mailing your instructor or logging on to eCampus. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds. Failure to contact the instructor will result in your name being submitted to the Financial Aid Office as a “non-attendee”. Student who fail to attend or participate after the drop date are also subject to this policy.

Repeating This Course:
Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in additional tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 Semester. See Third Attempt to Enroll in a Course rules on the DCCCD [website](#).
Student Email:
Legal privacy issues prevent your instructor from discussing your work or your grades on commercial e-mail accounts. If you wish to send your papers as attachments to an e-mail (and the instructor permits it), or if you have a question about your grade, you must open a student e-mail account. You may set up your account by clicking on this link. The account is free.

Standard of Conduct/Classroom Etiquette:
No food, drinks or tobacco products are allowed in Eastfield College classrooms. However; if your class is in a non-lab classroom your instructor may allow for food or drink. Electronic Devices including, but not limited to cell phones of all types, DVD players, IPODS, and all other related devices must be stored out of sight and turned off while in the classroom. Violation of this rule may include a grade of “F” in the course and/or expulsion from the class.

Children on Campus:
The institution strives to protect an environment most conducive to teaching and learning for all enrolled students. Children who are taking part in organized scheduled activities or who are enrolled in specific classes are welcomed. Minor children, however, should not be brought to the institution unless closely supervised by their parent. Minor children should not be brought into classrooms, laboratories or other facilities of the college. This practice is disruptive to the learning process. In the case of an emergency where the student-parent has no alternative but to bring the child to campus, classroom faculty or the administrative heads of other units have full discretion as to whether a child may be allowed to quietly stay in the location. These individuals may require that children be removed by the student-parent from the setting if, in their opinion, the presence of the child is deemed to be disruptive to the learning process. For reasons of security and child welfare the institution will not permit unattended children to be left anywhere on the premises. Parents who have problems with childcare should visit the Counseling and/or Advisement Center to receive referrals to childcare services in the area.

DCCCD Office of Institutional Equity Syllabi Statement- Spring 2017

The Office of Institutional Equity, in coordination with DCCCD colleges, has the primary responsibility for reviewing, updating and carrying out compliance policies and procedures. The institutional equity and compliance officer and the Office of Institutional Equity make sure that college district policies and federal and state laws related to sexual assault, Title IX, Title II (Americans With Disabilities Act) and the Military Veterans Full Employment Act are followed to support diversity and inclusion.

Students With Disabilities:
If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please inform DSO to forward your accommodation request to your instructor as soon as possible, preferably at the start of the semester or program. For more information about the College Disability Services Office, please visit the Student Services website: dcccd.edu/DSOffices or contact the DCCCD Office of Institutional Equity at 214-378-1633.

College Disability Services Offices

Brookhaven 972-860-4673
Cedar Valley 972-860-8119
Eastfield 972-860-8348
El Centro 214-860-2411
Mountain View 214-860-8677
North Lake 972-273-3165
Richland 972-238-6180

A Note on Harassment, Discrimination and Sexual Misconduct
We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence) or retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity and/or gender expression, please contact your college Title IX coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety.

We are concerned about the well-being and development of our students and are available to discuss any concerns. There are both confidential and non-confidential resources and reporting options available to you. If you wish to keep the information confidential, please contact college Counseling or student Health Services. As required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the college Title IX coordinator or district Title IX coordinator. The Title IX coordinator will contact you and determine if further investigation is needed. For more information about policies, resources or reporting options, please contact your college Title IX coordinator or visit dcccd.edu/TitleIX.

**College Title IX Coordinators**

<table>
<thead>
<tr>
<th>Location</th>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brookhaven</td>
<td>Terri Edrich</td>
<td><a href="mailto:TitleIX-BHC@dcccd.edu">TitleIX-BHC@dcccd.edu</a></td>
<td>972-860-4588</td>
</tr>
<tr>
<td>Cedar Valley</td>
<td>Grenna Rollings</td>
<td><a href="mailto:TitleIX-CVC@dcccd.edu">TitleIX-CVC@dcccd.edu</a></td>
<td>972-860-5222</td>
</tr>
<tr>
<td>Eastfield</td>
<td>Rachel Wolf</td>
<td><a href="mailto:TitleIX-EFC@dcccd.edu">TitleIX-EFC@dcccd.edu</a></td>
<td>972-860-7325</td>
</tr>
<tr>
<td>El Centro</td>
<td>Shanee’ Moore</td>
<td><a href="mailto:TitleIX-ECC@dcccd.edu">TitleIX-ECC@dcccd.edu</a></td>
<td>214-860-2626</td>
</tr>
<tr>
<td>Mountain View</td>
<td>Regina Garner</td>
<td><a href="mailto:TitleIX-MVC@dcccd.edu">TitleIX-MVC@dcccd.edu</a></td>
<td>214-860-5675</td>
</tr>
<tr>
<td>North Lake</td>
<td>Francyenne Maynard</td>
<td><a href="mailto:TitleIX-NLC@dcccd.edu">TitleIX-NLC@dcccd.edu</a></td>
<td>972-860-3980</td>
</tr>
<tr>
<td>Richland</td>
<td>Bill Dial</td>
<td><a href="mailto:TitleIX-RLC@dcccd.edu">TitleIX-RLC@dcccd.edu</a></td>
<td>972-238-6352</td>
</tr>
<tr>
<td>Dallas Colleges Online</td>
<td>La’Kendra Higgs</td>
<td><a href="mailto:TitleIX-LEC@dcccd.edu">TitleIX-LEC@dcccd.edu</a></td>
<td>972-669-6590</td>
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**District Title IX Coordinator**

<table>
<thead>
<tr>
<th>Location</th>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
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<tbody>
<tr>
<td></td>
<td>LaShawn Grant</td>
<td><a href="mailto:TitleIX-District@dcccd.edu">TitleIX-District@dcccd.edu</a></td>
<td>214-378-1633</td>
</tr>
</tbody>
</table>

**CODE OF STUDENT CONDUCT:** The Code of Student Conduct can be reviewed by clicking on this link.

**Responsibility**

Each student shall be charged with notice and knowledge of the contents and provisions of the District’s policies, procedures, and regulations concerning student conduct. All students shall obey the law, show respect for property constituted authority, and observe correct standards of conduct. In addition to activities prohibited by law, the following types of behavior shall be prohibited.

**Scholastic dishonesty** shall constitute a violation of these rules and regulations and is punishable as prescribed by college policies. Scholastic dishonesty shall include, but not limited to, cheating on a test, plagiarism, and collusion.

“Cheating on a test” shall include:
- Copying from another student’s test paper
- Using test materials not authorized by the person administering the test.
- All forms of academic dishonesty, including cheating, fabrication, facilitating academic dishonesty, plagiarism, and collusion.
- Collaborating with or seeking aid from another student during a test without permission from the test administrator.
o Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an unadministered test.

o The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.

o Substituting for another student, or permitting another student to substitute for one's self, to take a test.

o Bribing another person to obtain an unadministered test or information about an unadministered test.

“Plagiarism” shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work.

“Collusion” shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

Students should be aware of disciplinary actions for all forms of academic dishonesty, including cheating, fabrication, facilitating academic dishonesty, plagiarism, and collusion. Your College Catalog and the DCCCD Catalog contain the entire Student Code of Conduct. In this course, you will receive a grade of “0” on that particular assignment or test if you are guilty of cheating on assignments, tests, or plagiarism. Please do not put yourself in a situation that would result in such action. Academic dishonesty is a serious offense in college.

Campus Police:
In addition to providing general law enforcement on campus, the campus police respond to all emergencies. In any emergency situation, you can get immediate help by any of the following methods:

- call 911 on any campus extension
- use any red phone in the hallways, or any "blue light" call box in the parking lots
- call 972-860-4290 from any off campus extension

DCCCD Emergency Operation Procedures: Click on this link for further information.

Emergency & Inclement Weather Procedures:
In case of emergency (which may include power or air conditioning outages, fires, etc.) or inclement weather conditions, Eastfield students should listen to KEOM-FM Radio Station (88.5) as the primary media source. In partnership with the Mesquite Independent School District, Eastfield College Administration will notify KEOM immediately after a decision is made to cancel classes on any given day of inclement weather or for emergency purposes. Students may also monitor other local radio and television stations. The earliest an announcement may be broadcast on KEOM Radio is 6 a.m. Students may also refer to the Eastfield College website for the Inclement Weather announcement under News/Features.

Family Educational Right and Privacy Act of 1974 (FERPA):
In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

ADDITIONAL RESOURCES:
The Math Spot provides tutoring in Mathematics and Developmental Mathematics. Students are encouraged to take advantage of this service for additional help in their course work. The Math Spot is located in room L-200, and the phone number is 972-860-7062. Visit the link above for more information on tutors, hours of operation and policies.
COURSE OUTLINE:

<table>
<thead>
<tr>
<th>CHAPTER</th>
<th>SECTIONS</th>
<th>TOPIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter 1</td>
<td>1.1, 1.3, 1.4, 1.5</td>
<td>Functions And Graphs</td>
</tr>
<tr>
<td>Chapter 3</td>
<td>3.1, 3.4, 3.5</td>
<td>Polynomial and Rational Functions</td>
</tr>
<tr>
<td>Chapter 4</td>
<td>4.1 – 4.6</td>
<td>Composition, Inverse, Exponential and Logarithmic Functions</td>
</tr>
<tr>
<td>Chapter 5</td>
<td>5.2 – 5.5</td>
<td>The Trigonometric Functions</td>
</tr>
<tr>
<td>Chapter 6</td>
<td>6.1 – 6.7</td>
<td>Analytic Trigonometry</td>
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<tr>
<td>Chapter 7</td>
<td>7.1 – 7.3</td>
<td>Applications of Trigonometric Functions</td>
</tr>
<tr>
<td>Chapter 8</td>
<td>8.1, 8.2, 8.4 – 8.7 (8.3)</td>
<td>Polar Coordinates, Vectors</td>
</tr>
<tr>
<td>Chapter 9</td>
<td>9.1 – 9.7</td>
<td>Analytic Geometry, Parametric Equations</td>
</tr>
<tr>
<td>Chapter 10</td>
<td>10.5</td>
<td>Partial Fraction Decomposition</td>
</tr>
<tr>
<td>Chapter 11</td>
<td>11.1 – 11.4 (11.5)</td>
<td>Sequences, Series, Mathematical Induction, Binomial Theorem</td>
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</tbody>
</table>

*Optional Sections marked in Red

SYLLABUS REVISION:
The guideline in this syllabus may be changed, deleted, or amended any time by the instructor. The attached course outline is intended as an aid in helping you know your responsibilities for the semester. It is possible that some changes in the course outline or class policies will be made during the semester. Any changes that are made to the class policies or course outline will be announced in class.

Revised: 01/01/17