



MATH 1240 G-Pre-Calculus section name section credit hours Credits **Syllabus**

Course Information

Meeting times and location: section meeting_times section location

Catalog description: This course extends students' knowledge of polynomial, rational, exponential and logarithmic functions to new contexts, including rates of change, limits, systems of equations, conic sections, and sequences and series.

Prerequisites: MATH-1215(MATH-115) or appropriate placement

Terms offered: All Semesters

Section-specific Course Description:

Course Level Objectives

1. Functions

- a. Reinforce recognizing a function from its graph and from its algebraic expression.
- b. Reinforce identification of a one-to-one function graphically and from its algebraic expression.
- c. Reinforce the identification of inverse functions graphically and algebraically.
- d. Reinforce combining functions arithmetically and compositionally.
- e. Be able to calculate the average rate of change of a function using the difference quotient and depict it graphically.
- f. Be able to find a limiting value of a function and be able to identify and use the notation that describes this.

2. Graphing

- a. Reinforce using key characteristics of functions to graph them.
- b. Be able to graph conic sections from their key characteristics such as foci, eccentricity, and asymptotes.
- c. Be able to identify all functions mentioned from their graphs, describing their key aspects.

3. Solving

- a. Exponential/Logarithmic equations using the rules of exponents and logarithms.
- b. Systems of linear equations by elimination.
- c. Non-linear systems algebraically and graphically.

4. Applications

Modeling with functions with an emphasis on exponential and logarithmic functions, growth, and decay.

5. Sequences and series

- a. Understand the concept and notation of a sequence.
- b. Understand the concept and notation of a series.
- c. Be able to find the limits of basic sequences.
- d. Be able to find sums of basic series.

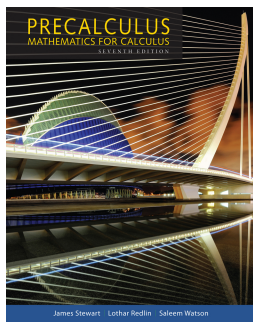
General Education Student Learning Outcomes

This course meets the requirements set forth by the state of New Mexico for a general education course that is transferable to any public institution of higher education in New Mexico. Each general education course addresses three essential skills as outlined in the table below.

General Education Content Area	Essential Skills Associated with the Content Area
Communication	Communication, Critical Thinking, Information & Digital Literacy
Creative and Fine Arts	Communication, Critical Thinking, Personal & Social Responsibility
Humanities	Critical Thinking, Information & Digital Literacy, Personal & Social Responsibility
Mathematics	Communication, Critical Thinking, Quantitative Reasoning
Science	Critical Thinking, Personal & Social Responsibility, Quantitative Reasoning
Social & Behavioral Sciences	Communication, Critical Thinking, Personal & Social Responsibility

For further information on the Essential Skills, visit the [General Education Essential Skills](#) page.

Required Texts and/or Materials



WebAssign: Precalculus: Mathematics for Calculus
 James Stewart, Lothar Redlin, Saleem Watson
 Cengage Learning
 7th Edition

Required Technology and Software

- Canvas
- Chrome, Safari, or Firefox

Technical Support

Technical support is available through the San Juan College Help Desk 24/7/365. The help desk can be reached at 505-566-3266 or by creating a ticket at [San Juan College Help Desk](#).

For tickets and password reset: [San Juan College Help Desk](#)

For Canvas support information: [Canvas Support](#)

Accessibility/Privacy Policies for all Technology Tools Used

[Accessibility/Privacy Policies for all Technology Tools Used](#)

Course Requirements

Students will do the following activities:

For a face to face class,

Online Homework Assignments: 15%

- There will be online homework assignments in each section during the semester on WebAssign.
- Students must complete the online homework assignments in each section until the assigned due date on WebAssign.
- **NO LATE HOMEWORK WILL BE ALLOWED.**

In-Class Participation: 25%

- The grade of in-class participation represents my overall assessment of your participation in the class.
- If you are actively participating in group learning activities every class across the whole semester, you get a perfect score.
- If you don't regularly participate in class, your score drops.

In-Class Exams: 30%

- There will be 3 in-class exams during the semester and the exam of each is worth 15% of the final grade.

- The lowest exam score among the three exams will be dropped from the final grade calculation.
- If you can't make an exam because of a valid medical or other extreme reason (not sleeping in late), please contact me immediately by your SJC email to take a make-up exam with official documents to prove the reason.

In-Class Final Exam: 30%

- The final exam is an in-class comprehensive exam scheduled for Wednesday on May 12, 2021, between 5:30 pm and 7:20 pm in room 1741.
- **NO MAKE-UP EXAM WILL BE GIVEN.**

For an online class,

Online Homework Assignments: 40%

- There will be online homework assignments in each section during the semester on WebAssign.
- Students must complete the online homework assignments in each section until the assigned due date on WebAssign.
- **NO LATE HOMEWORK WILL BE ALLOWED.**

Online Chapter Tests: 60%

- There will be 4 online chapter tests during the semester on WebAssign and the chapter test of each is worth 15% of the final grade.
- Students must complete the online chapter tests until the assigned due date on WebAssign.
- **NO MAKE-UP EXAM WILL BE GIVEN.**

COVID Safe Practices for Being on Campus

Masks / cloth face coverings must be worn while on campus in accordance with the New Mexico public health order. If you feel that you cannot wear a mask due to health complications, please contact Disabilities Services:

disabilityservices@sanjuancollege.edu or call (505) 566-3271. Hand sanitizer stations are at all building entrances, please “wash in, wash out”--clean your hands when you enter and before you leave. Classrooms and labs have been arranged to allow for social distancing; please respect your classmates and instructors by staying 6 feet away from everyone. You will be expected to disinfect your table or area prior to class and after

class, cleaning products will be provided for this purpose. Check with your instructor for specific policies for their course. Please do not congregate in hallways or common areas, instead utilize our beautiful outside spaces and weather to visit with your friends and colleagues from a safe distance.

If you have been in contact with anyone who has tested positive for COVID-19, has symptoms, or is waiting on test results, contact your instructor and DO NOT come to class. If you have tested positive, have symptoms or are waiting on test results, contact your instructor and DO NOT come to class. Your health care provider or the assigned contact tracer will let you know when it is safe for you to be around others.

Student Support

Student Services and Support

The Student Support webpage provides information on counseling, tutoring, technical support, and many other support services available to San Juan College students.

[Student Support](#)

Academic Support

Academic Support webpage provides information on academic advising, the library, Testing Center, and the honors program.

[Academic Support](#)

Participation and Attendance Policy

Students who enroll in classes at SJC are required to actively participate in class functions on a regular basis.

An instructor expects students to attend class, and to notify the instructor if they will be absent.

Canvas Participation and Expectations

Students must log in to the WebAssign through Canvas at least once a day Monday through Friday and spend at least 8 - 11 hours per week involved in activities for the 4 credit hour course.

Instructor Response Time

Students are able to reach out to an instructor at the following time via the Inbox portion of Canvas if students have any questions or need help.

Monday through Friday: 8:00 am - 12:00 pm and 1:00 pm - 5:00 pm

* If students email an instructor and a response is required, then the students should expect a reply from the instructor within two business days.

Course Time Commitment

For every hour students spend in class for a face to face class, students should expect to spend 3 - 4 hours outside of class on work for the class. That means that in this 4 credit class students should spend between 8 - 11 hours outside class every week on work.

For online sections of this course, students should plan to spend 8 - 11 hours on classwork each week.

Grading

Final grades are calculated based on the following:

For a face to face class,

Category	Weight (%)
Homework Assignments	15%
Participation	25%
Exams	30% (15% each)
Final Exam	30%

For an online class,

Category	Weight (%)
Homework Assignments	40%
Chapter 2 Test	15%
Chapter 3 Test	15%
Chapter 4 Test	15%
Chapters 10/11/12 Test	15%

Letter Grades are assigned using the grade calculation:

A: 90-100%, B: 80-89.99%, C: 70-79.99%, D: 60-69.99%, F: 0-59.99%

Key Dates to Remember

[Full Academic Calendar](#)

Course Schedule

See Modules on Canvas or WebAssign through Canvas.

College Policies

The following information also applies to your work in this class. If you have special needs for campus emergency situations, please inform me immediately.

1. **Academic Accommodations - American with Disabilities Act (ADA)**

If you believe you need academic accommodations due to physical or learning disabilities, you are encouraged to inform them as soon as possible. The coordinator can work with you in verifying your disabilities and developing accommodation strategies. Please go to [Disability Services Office](#), click the button for “Request for Services” and complete all the steps.

You can also contact the college’s disability coordinator in the Advising/Counseling Center at 566-3271 or disabilityservices@sanjuancollege.edu. More information is available on the website listed above.

2. **The Family Educational Rights and Privacy Act (FERPA)**

Your personal information and grade are confidential. Aside from routine reporting to the college required for this course, I will not share such information with anyone unless I have your permission.

3. **Academic Honesty Rules**

San Juan College expects all students to adhere to the [Academic Honesty Rules](#) as posted online. These are the official guidelines for all classes at San Juan College (July 2006).

4. **Student Conduct Statement**

College is preparation for professional opportunities, and professional conduct is expected in courses, including online classes, as well as any written communications, and interactions with members of the college community. As part of our learning community, students are expected to interact and communicate in a mature, respectful, thoughtful, and supportive manner. Students who demonstrate disrespectful, hostile, belittling, bullying or other disruptive behavior will be subject to potential consequences and possible dismissal from the college. The college will take appropriate action when students demonstrate threatening behavior (to others or self). Students should refer to the Code of Conduct in the Student Handbook for additional information.

5. Student Safety

Keeping students safe is a priority, and part of that is ensuring that we have the ability to communicate emergency messages – whether for school closures due to weather or for more or urgent situations. Rave is San Juan College’s emergency messaging system. Through your SJC student email, you will automatically receive email messages, however, it is also vital that you receive text messages. In order to receive the messages, you must register in a simple process with [Rave](#). When registering, please make sure that your mobile status is “confirmed.”

The Department of Public Safety is available 24 hours per day. In an emergency, they can be accessed by calling 215-3091 or 566-3333.

In the event of an emergency, a Rave message will be sent, and depending on the situation, you will be instructed to do one of the following:

- Evacuate the building
- Shelter in place (Campus doors are locked, and operations continue as normal. During this situation, no one other than law enforcement is allowed in or out of the campus.)
- Lockdown (Campus doors are locked. All operations cease, and you should take cover in your immediate area. No one other than law enforcement is allowed in or out of the campus.)

6. Non-Discrimination, Sexual Harassment, and Retaliation.

San Juan College does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, genetic, veteran’s status, or on the basis of any other category protected under federal, state and local laws. If you have experienced sexual harassment, sexual assault, or any other form of protected class discrimination, we encourage you to make a report. If you report to a faculty member, she/he/they are obligated by policy to share knowledge, notice, and/or reports of harassment, discrimination, and/or retaliation with the Title IX Coordinator. These disclosures include but are not limited to reports of sexual assault, dating/domestic violence, and stalking. You may also make a confidential report to a SJC Counselor. Please refer to San Juan College’s [Title IX](#) site for further details.

San Juan College's Title IX Coordinator is Stacey Allen, Assistant Director of Human Resources/Equity, Diversity, and Inclusion Officer. The office is located at the Educational Services Center Building, 2nd Floor, Human Resources, Room 4243 at (505) 566-3515 or allens@sanjuancollege.edu.

7. Drop for Non-Attendance and/or Non-Participation

Class Attendance and Participation Expectation:

Face-to-Face -- Students are expected to attend and participate in class regularly. Any student missing more than 10% of consecutive class time, (For example, in a regular 15-week class that meets twice a week, this equates to the student missing 3 consecutive classes) without consultation with the instructor may be considered as having abandoned the course.

On-line -- Students are expected to participate regularly and submit all course assignments, based on the course guide definition. A student who does not submit any assignments during a consecutive 10% of the course (1.5 weeks of a 15-week semester) without consulting the instructor, may be considered as having abandoned the course. Logging in does not meet the attendance standard.

Competency-Based Education Classes -- Students are expected to have regular and substantive interactions with their instructor and to actively work on course content. A student who has not submitted coursework, nor had substantive interactions with the instructor over a consecutive 10% of the term, without the instructor's prior approval, will be considered to have abandoned the competency progression. Last date of attendance will be recorded as the last date that coursework was submitted or that the student met with the instructor. For on-line learners, logging in does not meet the attendance standard.

8. Failure to Meet Class Participation Expectation:

Students who fail to meet participation expectations will have their last date of attendance recorded. This date will be used to recalculate any financial aid received/veteran's benefits received, and the student may be required to repay the institution/government. If the student does not drop the course, an 'X' grade will be recorded. An 'X' grade impacts the grade point average the same as an 'F'.

9. Grading Policies

Incomplete: Incomplete Grade Assignment ([Incomplete Grades Information](#))

The grade of I (Incomplete) is given for passing work that could not be completed during the semester because of circumstances beyond the student's control. Ordinarily, the assignment of an I is given by the course instructor at the time final grades are due

In no case is an I grade to be used to avoid assignment of D or F grades for marginal or failing work or to require a student to enroll in the class the next

semester because work was not completed on time. Circumstances warranting the issuance of an I grade must be beyond the student's control and must be documented on the appropriate form prior to approval.

I grades can be removed only during the subsequent 16 weeks from the end of term, or within the time limit set by the instructor. Removal of an I is accomplished by completing the work in a manner acceptable to the instructor. Re-enrollment in the course under the repeat option does not remove the prior grade of I. Students should not re-enroll for the course. An I not made up within 16 weeks or within the time limit set by the instructor will change to an F grade thereafter and cannot be changed by work completion.

10. **Grade Appeals**

The policy for grade appeals is in the Academic Catalog. ([Grade Appeal Policy](#))

Student Handbook

The Student Handbook provides information on Student support, student organizations, and San Juan College policies.

[Student Handbook](#)