

COURSE SYLLABUS
Math 199 – Section 12
Spring 2008

Section 12: 11:00 AM – 12:20 AM, TTh, LDB 219

Instructor: M. L. Shelton

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Office Hours:

TTh: 8:00 AM – 9:00 AM

TTh: 1:00 PM – 1:30 PM

Wednesdays by appointment only.

** There is a Math Tutoring Lab available free of charge located in Room 104, Farrington Building from **Mon – Thurs 9:00 AM – 4:00 PM**. I encourage all of you to use this service when I am not available.

Course Description

This course is designed to meet the objectives of Component Area 2 of the core curriculum for non-business and non-science related majors. Topics include a review of introductory algebra, equations, relations, functions, graphs, linear programming, systems of equations and matrices, and mathematics of finance. Prerequisites: Two years of high school algebra and one year of high school geometry.

Course Objectives

Students completing this course should have mastery of the following major concepts. Other techniques and ideas may also be covered:

- Linear Equations and Functions
- Quadratic and Other Special Functions
- Matrices
- Exponential and Logarithmic Functions
- Mathematics of Finance

THIS SYLLABUS IS NOT SET IN STONE AND MAY CHANGE THROUGHOUT THE SEMESTER.

Required Materials

- Textbook: ***Mathematical Applications for the Management, Life, and Social Sciences***, 8th Edition, by Harshbarger and Reynolds. (ISBN-13: 978-0-618-80584-6 or ISBN-10: 0-618-80584-2)
- Graphing calculator: TI-82, 83, 83+, 84, or 84+. **Use of TI-89 or cellular phones WILL NOT be allowed.**
- Time: Expect to spend a ***minimum*** of 6 hours per week to work on problems and studying for the tests and doing the projects.

Attendance Expectations

Attendance to all classes is expected to be successful. **You must SIGN IN at the beginning of each class period.** I do not count attendance towards your grade, although, it does help if you want to pass. If class must be missed, the student is expected to get the notes from a classmate, and to check BlackBoard for announcements and updated assignments/notes. The instructor will keep a record of attendance. Students are expected to arrive to class on time. If a student is perpetually late, they will be asked to not attend class unless they can arrive on time. If tardiness becomes a problem for the class as a whole, students who arrive late will not be permitted to enter the class. If this stricter policy becomes necessary, there will be an announcement made in class and posted on BlackBoard under "Announcements".

If you are unable to complete the course, **YOU** must withdraw from it yourself. Withdrawal from a course is a formal process, which **YOU** must initiate. IF you just stop coming to class and do not officially withdraw, you will receive an "F". Students often drop a course when help is available. Please discuss your plans with me if you feel the need to withdraw. I will try to work with you so that you can successfully complete the course. ☺

Assignments/Quizzes

Problems will be assigned, but **will not** be graded. **BUT**, your exams and/or quizzes will be over your assignments. Also, from time-to-time, I give extra credit for completed homework problems. Therefore, it is in your best interests to keep up-to-date on the assignments.

Exams/Projects

There will be four (4) major exams, one (1) house project, one (1) salary project, one (1) annuity project, and a comprehensive Final Exam. All exams will be given on a scantron – maximum of 50 questions each.

Make-Up Policy

Students are expected to show appropriate cause for missing a major exam. Excuses must be presented in writing. Wherever possible, students should inform the instructor before the exam is missed. Students **are required** to notify the instructor **by the end of the next working day after the missed exam.** Otherwise, they forfeit their rights to a make-up. There will be **no late projects accepted** – **ABSOLUTELY NO EXCEPTIONS!!!**

Grading Plan

➤ Major Exams:	4 @ 50 points each	200 points
➤ Final Exam:	1 @ 50 points	50 points
➤ House Project:	1 @ 100 points	100 points
➤ Salary Project:	1 @ 50 points	50 points
➤ Annuity Project:	1 @ 50 points	<u>50 points</u>
		450 points

Letter Grade

- A 394 – 450 points
- B 338 – 393 points
- C 281 – 337 points
- D 242 – 280 points
- F Below 242 points

Academic Dishonesty

*All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. **Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action at the discretion of the instructor.** The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.*

Classroom Rules of Conduct

*Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university. **Cellular telephones and pagers must be turned off before class begins.** Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction. I also consider it disrespectful to wear any form of cover on your head, unless it is for religious purposes. Inappropriate behavior in the classroom shall result in a directive to leave class. Students who are especially disruptive also may be reported to the Dean of Students for disciplinary action in accordance with university policy.*

Copyright Policy

All printed materials disseminated in class or on the web are protected by Copyright Laws. One copy (or download from the web) is allowed for personal use. Multiple copies or sale of any of these materials is strictly prohibited.

Visitors in the Classroom

Unannounced visitors to class must present a current, official SHSU identification card to be permitted in the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor's discretion whether or not the visitor will be allowed to remain in the classroom.

This policy is not intended to discourage the occasional visiting of classes by responsible persons. Obviously, however, the visiting of a particular class should be occasional and not regular, and it should in no way constitute interference with registered members of the class or the educational process.

Americans with Disabilities Act

It is the policy of Sam Houston State University that no otherwise qualified disabled individual shall, solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any academic or Student Life program or activity. Disabled students may request assistance with academically related problems stemming from individual disabilities by contacting the Director of the Counseling Center in the Lee Drain Annex or by calling (936) 294-1720.

Religious Holidays

University policy 861001 provides the procedures to be followed by the student and the instructor concerning a student whose absence is excused under Section 51.911(b) of the Texas Education Code, which requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student who wishes to be excused for (a) religious holy day(s) must present each instructor involved a written statement concerning the religious holy day(s) and the travel involved. This request must be made in the first fifteen days of the semester or the first seven days of a summer session in which the absence(s) will occur. The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or exams are to be completed.