

# NYCCT Math Department

## Syllabus

**Semester: Fall 2021 (August 25,2021-December 21,2021)**



**Instructor: Lucie Mingla**

**Contact Information:** [lmingla@citytech.cuny.edu](mailto:lmingla@citytech.cuny.edu)

**Course Number:** MAT 1275

**Course Section:** OL21

**Course Title:** College Algebra and Trigonometry

**Credits / Hours:** 4

**Prerequisites:** MAT 1275

**Course Modality and meetings:** Fully Online Synchronous course, Blackboard

**Collaborate. Meeting days and times:** Tuesday, Thursday/ 10:00-11:40 am

**Office hours:** Thursdays: 11:40am-12:40 pm

**Office hour place:** Blackboard Collaborate Ultra where regular sessions are.

**Optional meeting site:** Zoom

**Link:**

<https://us02web.zoom.us/j/5716089580?pwd=bXoxb1NocEpXRWpTYzdvcEpacWt5UT09>

**Course Outline:** Official from Mathematics Department is posted on our OL course site



### Course Description:

An Intermediate and advanced algebra course. Topics include quadratic equations, systems of linear equations, exponential and logarithmic functions, topics from trigonometry, including identities, equations and solutions of triangles.



### Textbooks:

1) Intermediate Algebra 2e, by Lynn Marecek and Andrea Honeycutt Mathis, et al. OpenStax:

<https://openstax.org/details/books/intermediate-algebra-2e>

2) Algebra and trigonometry by Jay Abramson, etal. OpenStax

<https://openstax.org/details/books/algebra-and-trigonometry>



### Online Spaces

**Our course is housed on City Tech Open Lab :** <https://openlab.citytech.cuny.edu/fall21/>

This website will be the online home for our class. The site contains important information about the course and will be used in various ways throughout the semester. However, there are a lot of resources on the course hub on Open Lab. The link to Open Lab Course Hub:

<https://openlab.citytech.cuny.edu/mat1275coursehub/>



### Our site for practicing and Homework Assignments:

The link to our class <http://mathww.citytech.cuny.edu/webwork2/MAT1275-F21-Mingla-OL21>

### The Information about video conferencing tools:



**Blackboard Collaborate Ultra.** You can access it by logging in to the Blackboard using your City Tech credentials. Select “Collaborate Ultra” in the menu, join the meeting room.

**Only for the first day scheduled session**

link: <https://us.bbcollab.com/guest/oc0e02a31ed24bf3a9209df3efa6c69c>



#### **Zoom information:**

Use this link to join the meeting at zoom.

<https://us02web.zoom.us/j/5716089580?pwd=bXoxb1NocEpXRWpTYzdvcEpacWt5UT09>

Meeting ID: 571 608 9580      Passcode: 547584

We will be using Zoom occasionally, and for that I will announce and provide the link and instructions to join. We can use zoom in case the Blackboard Collaborate is down



#### **Technology Requirements**

Access to an electronic device such as desktop, laptop, tablet, ipod, etc

Access to internet.

A graphing calculator such as the TI-84+ is required.



#### **SYNCHRONOUS Part of the course:**

**Tuesday, Thursday / 10:00-11:40 am**

**via Blackboard Collaborate Ultra. Submitting written assignments will be on Blackboard site.**

You can access it by logging in to the blackboard using your City Tech credentials.


To access the class meetings, select the link “**Collaborate Ultra**”. Once you click on that, you will be taken to the meeting room.



#### **ASYNCHRONOUS Part of the course:**

Even though the course is online synchronous there is a lot of work that you will do asynchronously. Looking at the Class Schedule and other important information, participating in discussions, watching videos, etc. will be on our Open Lab and/or webwork.

## Grading Policy

 <b>Item</b>	<b>Weigh</b>
Homework	15 %.
<b>Quizzes and Other Assignments</b>	5 %.
Discussions	5%.
<b>Group Research project</b>	<b>5%:</b>
Exam1	15 %
Exam2 (Midterm)	15%
Exam3	15 %
Final Exam	25 % (Cumulative Department Exam)
Total	100 %



### Percent/Letter Grade conversion

A = 93.0 — 100  
 A- = 90.0 — 92.9  
 B+ = 87.0 — 89.9  
 B = 83.0 — 86.9  
 B- = 80.0 — 82.9  
 C+ = 77.0 — 79.9

C = 70.0 — 76.9  
D = 60.0 — 69.9  
F = 0 — 59.9



**Some other helpful links:**

Our college website where you can find everything you need:

<https://www.citytech.cuny.edu/>

**Accessibility:** You can find all the information that you need on the website:

<https://www.citytech.cuny.edu/accessibility/>

**CUNY First:** <https://www.citytech.cuny.edu/cunyfirst/>

**Student services:** <https://www.citytech.cuny.edu/student-services/>

**Technology services:** <http://it.citytech.cuny.edu/>

**Library:** <https://library.citytech.cuny.edu/>

**Open Educations Resources (OER):** <https://openlab.citytech.cuny.edu/oerresources/>

Microsoft Office 365: <https://www.cuny.edu/about/administration/offices/cis/technology-services/microsoft-office-365-for-education/>



**Important dates:** <http://www.citytech.cuny.edu/registrar/academic-calendar.aspx>

**New York City College of Technology Policy on Academic Integrity**

Academic Integrity Policy found in the New York City College of Technology College Catalog, p. 56 of the spring 2020 catalog:

<http://www.citytech.cuny.edu/catalog/docs/catalog.pdf#page=56>

Students and all others who work with information, ideas, texts, images, music, inventions, and other intellectual property owe their audience and sources accuracy and honesty in using, crediting, and citing sources. As a community of intellectual and professional workers, the College recognizes its responsibility for providing instruction in information literacy and academic integrity, offering models of good practice and responding vigilantly and appropriately to infractions of academic integrity. Accordingly, academic dishonesty is prohibited in The City University of New York and at New York City College of Technology and is punishable by penalties, including failing grades, suspension, and expulsion. The complete text of the College policy on Academic Integrity may be found in the catalog.

#### **City Tech Math Department's Statement on Academic Integrity**

**To students:** As defined in the Academic Integrity Policy Manual, “**cheating is the unauthorized use or attempted use of material, information, notes, study aids, devices or communication during an academic exercise.**”

Examples of cheating include, but are not limited to:

Talking/sharing/exchanging information during an exam, regardless if the content is related to the exam.

Using an unauthorized resource (notes or electronic device) during an exam.

Taking someone else's work as one's own, including copying answers from another student, copying solutions from the internet, or plagiarizing.

Assisting someone to cheat, including allowing another student to copy one's work.

#### **Our Learning Environment**

A positive learning environment relies upon creating an atmosphere where diverse perspectives can be expressed, especially in a course that focuses on pressing and controversial social and political issues. Each student is encouraged to take an active part in class discussions and activities. Honest and respectful dialogue is expected. Disagreement and challenging of ideas in a supportive and sensitive manner is encouraged. Hostility and disrespectful behavior are not acceptable. Just as we expect others to listen to our own views, we must reciprocate and listen to others when they speak, especially when we disagree with them. However, in this class, our emphasis will be on engaging in the mutual exploration of issues as presented in the course reading as scholars rather than in defending points of view formed outside the classroom

#### **Some major things to expect from your Professor (me).**

- Provide clear instructions and always use multiple approaches to engage students in learning.
- Modeling and delivering professionalism through the online presence, live meetings and other actions and civil behaviors.

- Provide support for students in terms of navigating online resources and spaces as well as in content matters.
- Be clear and concise in delivering instructions and requirements, so the students know what they are expected to do.
- Promote a healthy environment, so everyone feels safe and welcomed to work, collaborate and grow professionally together.
- Treat everyone respectfully, fairly and appropriately despite races, color, gender or background.
- Address gently and very carefully and resolve any personal violations of the rules that disrupt the learning process.
- Lead tough critical conversations and set expectations about communications with mutual respect, acceptance of diversity and differences of others.
- Value diversity as a great asset and source to enrich the civility of our community.
- Give a clear guideline of the course resources and discuss valuable habits.
- Monitor and keep the correspondence clear, concise and ongoing throughout the course and maintain a real continuous presence.

**My expectations for my students: Class Etiquettes and Netiquettes**

**In order to provide and maintain an environment where everyone can learn and grow professionally and as citizen, I have set up some expectations.**

- Read carefully all my instructions starting with the “Start of the Course Instructions”. Announcement, Intro video and first class are important to get information of the course functionality.
- Visit and get familiar with sites of the course. Learn how to navigate the course sites.
- Check your email and the course sites constantly for important announcements and instructions, new assignments etc.
- Study the notes, textbook, watch videos, etc before you do the assignments in webwork.
- Attend the session from the beginning and stay until the end. You will have surveys; questions and the attendance will be taken multiple times during the session.
- Make sure your device is charged, connected to the internet and think about backup
- During the live sessions avoid any background noise. Keep yourself muted. Make sure that you avoid any destructive noise in case you have to unmute and speak.
- **Students must take the final exam in order to pass this class.**  
No student will be allowed to take the final exam early or later.
- Follow up with due dates and times in submitting the assignments. (Open Lab, webwork, blackboard etc).
- Come to office hours for specific help when you need it, raise your questions, discuss your grades etc.
- Actively participate in discussions, group work, and other activities during the live session and carefully follow instructions given from the professor.

- Respect others as they speak, listen carefully and reflect, discuss and react in a very polite and professional manner. Value critical thinking, mutual constructive feedback without hurting anyone's personal feelings, or giving the sense of conflicting anyone because of their diverse opinion.
- When working in groups, always try your best and give your best, so that others can understand that you are contributing with all you can offer and expect others to do the same.
- Be very careful with jokes, personalized examples and any other disruptive behavior that may cause harm to the learning environment as a whole class or to any individual.
- Any disruptive, unprofessional and disrespectful behavior will immediately be addressed, and issues will be resolved in a professional manner.
- Students who miss a class meeting should obtain all the information for that meeting from watching the recording of the session.
- Attendance and active participation in class will be taken into consideration while computing the final grade.
- As we continue with the course new things may arise and I will adjust my instructions and documents of the course. Everything will be posted on our course site under course information and syllabus.
- There are two documents that you will sign and submit on the blackboard under Content and Assignments: **1-Class contract: Mat 1375 including our college recording policy**  
**2-Email communication and assignment submission instructions**
- **The instructor reserves the right to make any changes she considers academically advisable. Any changes in this syllabus will be announced during class meetings and students are responsible to be aware of them.**
- **Available help:** You are encouraged to come to my office hours for help. Extra help is available in the Atrium Learning Center in LG 18. Updated tutoring information will be posted on the class Open Lab website