

MAT1275 Offline Syllabus/Grading Policy

Fall 2023 (08/25/2023 – 12/20/2023)

Instructor: Mr. Victor Lee

MAT1275CO College Algebra and Trigonometry

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Section: E049

Classroom: N704

Office: N825

Online Classroom and Office (in the event that our class becomes online):

<https://us02web.zoom.us/j/95099471147?pwd=SGJvMXRQYmp3Tld6NkVTQ1U4aW40UT09>

Class Hours: Monday / Wednesday 6:00pm – 7:40pm

Office Hours: Monday / Tuesday / Wednesday 3:0pm – 4:00pm

Textbook: [Intermediate Algebra \(adapted by Carley & Masuda\)](#), Author: L. Marecek, A. Mathis et al  
[Algebra and Trigonometry \(6<sup>th</sup> Edition\)](#), Author: Jay Abramson et al

OpenLab Site: <https://openlab.citytech.cuny.edu/leemat1275cofall2023/>

OpenLab Group: <https://openlab.citytech.cuny.edu/groups/mat1275co-college-algebra-and-trigonometry-fall-2023/>

Grading Policy

<u>Grade Range</u>	<u>Letter</u>	<u>Grade Range</u>	<u>Letter</u>
93-100	A	77-79.9	C+
90-92.9	A-	70-76.9	C
87-89.9	B+	60-69.9	D
83-86.9	B	-59.9	F
80-82.9	B-		

**Technology Requirements**

- You may have a **scientific calculator**, but if you have math classes that require MAT1275/MAT1275CO as a prerequisite, then you should obtain a **Texas Instruments TI-84+** series **graphing calculator**. You may borrow one from the library.
- **Internet access**. If you do not have Internet access or a device that can attain access, please follow this link [here](#).
- [City Tech Email Address](#) as well as your **CUNYFirst Login** credentials.

Important Dates

- September 2 – 3: No classes
- September 4: College closed
- September 15 – 17: No classes
- October 9: College closed
- October 10: Monday schedule
- **October 26: Midterm Grades**
- November 22: No classes
- November 23 – 26: College closed
- December 12 – 13: Reading Days
- **December 20: Final Exam**
- **December 26: Final Grades Due**

Withdrawal Dates

- August 24: 100% Refund
- August 31: 75% Refund
- September 7: 50% Refund
- September 14: 25% Refund
- **December 11: Last Day to withdraw with a “W” Grade**

## Assessment Policy

<u>Method of Assessment</u>	<u>Percentage of Final Grade</u>	<u>Time Given</u>
WeBWork	25	1 week

- **Site:** <https://mathww.citytech.cuny.edu/webwork2/MAT1275-F23-Lee-E049>
- All WeBWork assignments will be due either within one week or after three class sessions have passed.
- No extensions will be given unless the instructor sees completed work for each question of the homework set done on paper.

<u>Method of Assessment</u>	<u>Percentage of Final Grade</u>	<u>Time Given</u>
Test 1, 2, 3	15, 15, 15	100 minutes
Final Exam	30	100 minutes

- You may have at least a **scientific calculator** (but not greater than **TI-84 series graphing calculator**) on the day of the test.
- On test days, you will not receive a test form unless you submit your cellular phone and/or smartwatches.
- **There will be NO MAKEUP exams.** Any exam you miss or do not submit will count as a 0 toward your final grade.
- Your lowest test grade will be replaced with your Final Exam grade if the Final Exam grade is higher.
- Calculators will be reset at the beginning of exams. If something is amiss, the instructor may consider erasing all data on your calculator during the exam.
- **Only methods discussed in class will be graded on your test papers.**
- Any violation of the **Academic Integrity Policy** on a test or exam will result in an automatic 0 and a Faculty Action Report sent to you and the Academic Integrity Committee. Penalties that may be assessed include a 0 as an assessment grade or an automatic failure of the course.
  - An Academic Integrity Policy violation will also result in your lowest test grade not being replaced for the semester.
- No extra time will be given to latecomers.
- **Once one student leaves during an examination, no latecomers will be allowed to take the exam.**
- **All students are REQUIRED to take the FINAL EXAM.**
- **Students must pass the final exam with at least a score of 60 to pass this course.** The student's class average before the final exam may dictate that their passing score on the exam needs to be higher than a 60.

## **Attendance Policy / Class Participation**

- Attendance in the classroom is mandatory.
- City Tech Policy mandates that students can have no more than 10% absences without penalty. In this section, that means you are allotted **3 ABSENCES**. If you stay, the penalty is having your final grade reduced by a partial-letter grade. (e.g., from B to B-)
- Please turn off all electronics while in class. If you absolutely **MUST** take the call, leave the classroom immediately.
- Please keep OpenLab and/or forum responses civil and respectful if we are using them this semester.
- If you are recognized as making a positive contribution to class discussion or the instructor is informed that you are regularly attending NYCCT-based tutoring outside of class, your final grade may be raised a partial-letter grade (e.g., from C to C+). Note, this will only apply if you are passing with at least a C grade.

**The instructor reserves the right to amend to the syllabus in any that he deems academically advisable. Amendments will be announced in class and on OpenLab.**