READ THIS SYLLABUS CAREFULLY. YOU ARE RESPONSIBLE FOR KNOWING THIS
INFORMATION!

Prerequisite: SAT Math scores of 530-570, placement examination, a grade of C- or higher in MATH 099.

Students for whom this course is intended: This MATH 103 course is a prerequisite for MATH 115, MATH 116, MATH 119, and MATH 124. If your program of studies does not require the need for Pre-calculus then you should consider switching to Math 102, Applied Algebra. This course can be used for General Education credit for Skill Area II but may not be used to meet requirements for a major, a minor, or certification in mathematics. General education credits will not be given for both MATH 102 and MATH 103.

Course Description: An enhancement of algebraic skills including factoring polynomials, simplifying rational expressions, solving quadratic and higher order equations, and reasoning with linear, quadratic, and higher order polynomial functions.

You must earn a C– or higher in MATH 103 to meet the prerequisite for any Skill Area II general education course. Note that a grade of B- is a prerequisite for Math 119. Please note the following Departmental Policy: In order to earn a grade of C– or higher in this course, your overall average must be at least 70% (C-) and your grade on the final examination must be at least 60%.

Instructor: J. Bradlau

Email: bradlaujua@ccsu.edu

Phone: 860-919-5610

Office Hours: 7:30– 8:00 AM, Tuesday, Thursday, Room 105 EDB
10:45-11:45 AM Tuesday, Thursday, TBA

Textbook: College Algebra, sixth edition by Rockswold (either a hard copy or an ebook). You will also have to purchase the access code for My Math Lab the online homework system. Note that the ebook is included with the purchase of My Math Lab. If you purchase a hardcopy then please check to verify whether the access code for My Math Lab is included with the purchase. If it is not, then you will have to purchase My Math Lab separately. To enroll in My Math Lab a separate paper will be handed out.

Class Meeting Times: This class meets for 150 minutes of instruction per week.
Class meetings: Tuesday and Thursday 8:00-9:15

Attendance will be taken. Poor attendance will affect your grade. -2 points off grade for each absence after 2

Course Requirements: Attend and participate in class regularly; complete homework assignments; take quizzes and tests, as scheduled. There will be no make-ups for quizzes or tests. A general rule for any college course is that you are expected to put in at least 2 hours of work outside of class for every credit hour. For MATH 103, the expectation is at least 6 hours per week outside of class.
**Calculator Use:** Graphics calculators are required for MATH 103. The textbook is based on the TI-82, TI-83, and I will be using one of these in class.

**Electronic Devices Policy:** Cell phones and other communication devices may not be used during class, exams or quizzes. **NO TEXTING IS PERMITTED WHILE CLASS IS IN SESSION.**

**University Policies:**

1. You must take the final examination at the time specified in the course selection book.
   **Final Exam, Thursday, December 9, 8:00AM-10:00 AM**

2. If you are a student with a documented disability, and would like to request academic accommodations, you are encouraged to contact Student Disability Services (SDS) at 860-832-1952, or email disabilityservices@ccsu.edu. Please visit the SDS website at http://www.ccsu.edu/sds/ to download an Intake form and documentation requirements. Temporary impairments may also qualify for accommodations. Central Connecticut State University provides reasonable accommodations in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act for students with documented disabilities on an individualized basis.

   Please contact me privately to discuss your specific needs if you believe you need course accommodations based on the impact of a disability, medical condition, or if you have emergency medical information to share. I will need a copy of the accommodation letter from Student Disability Services in order to arrange your class accommodations. **Student Disability Services**
   Willard Hall, Room 201, Stanley Street, New Britain, CT 06050
   T: 860-832-1952 F: 860-832-1865: Disabilityservices@ccsu.edu

3. All students are expected to demonstrate integrity in the completion of their coursework. Academic integrity means doing one's own work and giving proper credit to the work and ideas of others. It is the responsibility of each student to become familiar with what constitutes academic dishonesty and plagiarism and to avoid all forms of cheating and plagiarism. Students who engage in plagiarism and other forms of academic misconduct will face academic and possibly disciplinary consequences. Academic sanctions can range from a reduced grade for the assignment to a failing grade for the course. From a disciplinary standpoint, an Academic Misconduct Report may be filed and a Faculty Hearing Board may impose sanctions such as probation, suspension or expulsion. **You are responsible for understanding and abiding by the University’s policy on academic integrity. This policy is rigorously enforced by the Department of Mathematical Sciences.**

   For further information on academic misconduct and its consequences, please consult the Student Code of Conduct (http://www.ccsu.edu/StudentConduct.asp) and the Academic Misconduct Policy (http://www.ccsu.edu/AcademicIntegrity.asp).

4. **Statement on Discrimination and Harassment**

   Central Connecticut State University strives to maintain our campus as a place of work and study for faculty, staff, and students that is free of all forms of prohibited discrimination and harassment based upon age; ancestry, color; gender identity and expression; intellectual disability; learning disability; mental disorder; physical disability; marital status, national origin; race; religious creed; sex, (including pregnancy, transgender status, sexual harassment and sexual assault); sexual orientation; or any other status protected by federal or state laws. Any student who has concerns about should contact the Office of Diversity and Equity (ODE) at 860-832-1652, Student Affairs at 860-832-1601, or his/her faculty member. **The ODE is located on the main floor of Davidson Hall, room 119.**
5. **Sexual Misconduct, Intimate Partner Violence and Stalking**

Central Connecticut State University (CCSU) will not tolerate sexual misconduct against students, staff, faculty, or visitors in any form, including but not limited to: sexual assault, sexual exploitation, sexual harassment or stalking, as defined in CCSU policies. For additional information, please consult the CCSU policy at https://www.ccsu.edu/diversity/policies/index.html. **All faculty members and staff have a duty to report incidents of sexual harassment including sexual misconduct, intimate partner violence and stalking to Pamela Whitley, Title IX Officer, Office for Equity & Inclusion, Davidson Hall, 119.**

**To file a report, contact:** Equity & Inclusion (860-832-1652), Student Conduct (860-832-1667) or Student Affairs (860-832-1601). For criminal complaints, contact the University Police (860-832-2375).

**For support and advocacy, contact:** Office of Victim Advocacy at 860-832-3795; Student Wellness Services at 860-832-1945 (confidential); Women’s Center at 860-832-1655; the local YWCA’s Sexual Assault Crisis Services Hotline at 860-223-1787 (confidential) and Prudence Crandall Center for Domestic Violence (confidential) at 888-774-2900 (24-hour hotline).

6. In the event of a weather emergency which requires curtailment or cancellation of classes, check the CCSU homepage under ‘Cancelations & Delays or listen to WTIC (1080 AM) or call (860) 832-3333.

7. The last day to withdraw from a course is **Wednesday, November 17th**. It is strongly recommended that students consult with their academic advisors prior to deciding to withdraw. Cessation of attendance, notice to the instructor, or telephone calls to the Enrollment Center are not considered official notice of a student’s intention to drop the course. After November 17th withdrawals are allowed **only under extenuating circumstances** with appropriate supporting documentation and require approval of the department chair.

**Resources Available:**

1. If you need help, take advantage of my office hours. Do not wait until just before the first test to do so.

2. The Learning Center is located in Room 316D, Willard-DiLoreto Hall. Free tutoring is available, they can be reached at (860)832-1900. A schedule for hours the Center is open will be posted soon after the beginning of the semester.

3. Form a study group with other students in your section. Explaining solutions to homework problems to each other is a good way to learn.

4. A list of private tutors for hire is available in the math department office, Room 128 Marcus White, (860)832-2835.

**Evaluation**

Minimum averages have been established for each of these grades:

A 93%  A– 90%  B+  87%  B  83%  B–  80%  C+  77%  C  73%  C–  70%  D+  67%  D  63%  D–  60%

The average for the course will be based on the following weights:

- Homework (my math lab) and Textbook: 15%
- Quizzes: 20%
- 2 Exams (20% each): 40%
- Department Final Examination: 25%
- Total: 100%