

Fundamentals of Mathematics II**OVERVIEW OF COURSE**

These sections (along with the corresponding spring sections) will prepare students to successfully complete the College Algebra course (which is a prerequisite for many other math courses). It will include a review of arithmetic and beginning algebra, the development of study skills, and many review sessions.

At the end of the fall semester, 3 credits will be awarded to students who successfully complete the course. A grade for the semester's work will also be given.

ENROLLMENT REQUIREMENTS

PRQ: Satisfactory performance on the Mathematics Placement.

REQUIRED MATERIALS

Text: Algebra & Trigonometry Guided Notebook by Trigsted; 3rd edition (Pearson, 2015).

Software: MyMathLab access code

Calculator: A scientific, non-graphing, non-texting calculator is permitted and recommended. All other calculators are not allowed. It is the student's responsibility to supply an appropriate calculator.

GRADES

A maximum of 770 points may be earned in this course, distributed as follows:

Lecture Attendance (30 highest scores, 1 point each)	30
SI Attendance (20 highest scores, 1 point each)	20
Homework (30 highest scores, 4 points each)	120
Quizzes (10 highest scores, 10 points each)	100
Exams (3 exams, 100 points each)	300
Final Exam	200
Sum	770

TENTATIVE GRADING SCALE

Your grade will be based on your total out of 770 points. The cutoffs will be no higher than:

A: 693 (90%)

B: 616 (80%)

C: 500.5 (65%)

D: 423.5 (55%)

Your instructor may use the plus/minus grading system.

LECTURE ATTENDANCE

You will receive points for attending lecture on Monday, Wednesday, and Friday. You must attend lecture for the full 50 minutes, take notes, pay attention, and stay awake in order to receive the attendance points. **There are no makeups for lecture attendance.**

SI ATTENDANCE

You will receive points for attending SI sessions on Tuesday and Thursday. You must attend the session for the full 50 minutes, take notes, pay attention, participate, and stay awake in order to receive the points. **There are no makeups for SI attendance.**

HOMEWORK

Homework assignments will be taken via MyMathLab. You can retry homework problems until you get them correct. The four lowest homework scores will be dropped. Since we drop the four lowest homework scores, no late homework will be accepted and no makeup homework will be allowed. Deadlines for homework assignments can be seen in MyMathLab and no late homework will be accepted.

The work you submit must be your own. Your work must be independently written and entered into MyMathLab. You are not allowed to use any additional online or third party resources that are not explicitly listed in the syllabus or provided by your instructor. You can re-work exercises, enter and exit your homework, and get back to it at a later time prior to the due date. If you rely on the MyMathLab learning aids or other help to get problems correct, you should rework the problem until you can get it correct without any help. Students who become overly dependent on the learning aids or other assistance to a score of 100% on the homework find that they score much lower on the exams.

Homework Bonus: For every perfect score after 30, you will earn a bonus of 4 points. For instance, if you have 32 perfect scores, your homework point total will be 128 out of 120 points, 8 points extra credit.

QUIZZES

There will be at least twelve in class quizzes. The highest ten quiz scores will count toward your grade. Since some quiz scores will be dropped, **there will be no makeup quizzes.**

EXAMS

You will have three in class exams. Your instructor will write the exams. Please see the tentative lecture schedule for the dates of the three exams.

FINAL EXAM

The final is a departmental, comprehensive exam. This mass final is given to all students at the same time in a room different from your regular classroom.

MAKEUPS

The official course policy is that there are no makeup homework assignments, lecture attendance, SI attendance, or quizzes. Your instructor may modify THIS policy. Make-up exams will be given ONLY for an excused absence, a documented illness or serious emergency. It is YOUR responsibility to contact your instructor before the scheduled date of the exam for an excused absence. Documentation may be requested by your instructor. If there is a documented illness or serious emergency, inform your instructor via email within 48 hours. Speak with your instructor in their next available office hour to talk about the absence and arrange a time to take the makeup exam. No one is entitled to a makeup exam.

EXPECTATIONS

It is impossible to overemphasize the importance of your active participation in this class. Every student is expected to:

1. Be present and on time for every class meeting. Attendance will be taken every day.
2. Check your NIU e-mail regularly for important announcements throughout the semester.
3. If your instructor requests, notify the instructor of any absence, preferably in advance.
4. Read the etext.
5. Review the previous lesson and do the MyMathLab homework assignments after each class. (Expect to spend at least 2 hours daily on math.) The assignments are due at 11:59PM.
6. Check your syllabus and preview the new material before coming to class. This will help you to better understand the lecture.
7. Bring your calculator to class every day.
8. Complete the MyMathLab assignments ahead of time (midnight).
9. Ask questions in class or after class to the instructor.
10. **Get help when you need it—not just before an exam. Here are your primary sources for help:**

Instructor

SI Leader

Other Students

Tutoring Centers (New Residence Hall, Library, Stevenson South A Tower Lower Level)

ACCESS tutors and help sessions

OFFICE HOURS

Ask your instructor or check blackboard for their office hours.

PROGRESS REPORTS

This course participates in the institutional progress report campaign. Your instructor will be asked to provide feedback on attendance and academic performance for all students. Students identified as possibly benefiting from additional support (e.g., tutoring) will be contacted by an academic support professional

ACADEMIC MISCONDUCT

Academic honesty and mutual respect (student with student and instructor with student) are expected in this course. Mutual respect means being on time for class and not leaving early, being prepared to give full attention to class work, not reading newspapers or other material in class, not using cell phones, tablets, or lap tops during class time, and not looking at another student's work during exams or quizzes. Keep all cell phones out of site during quizzes and exams. If a phone is seen, that is academic misconduct. The use of third party websites to complete work is academic misconduct. Academic misconduct, as defined by the Student Code of Conduct, will not be treated lightly.

“Good academic work must be based on honesty. The attempt of any student to present as his or her own work that which he or she has not produced is regarded by the faculty and administration as a serious offense. Students are considered to have cheated if they copy the work of another during an examination or turn in a paper or an assignment written, in whole or in part, by someone else. Students are guilty of plagiarism, intentional or not, if they copy material from books, magazines, or other sources without identifying and acknowledging those sources or if they paraphrase ideas from such sources without acknowledging them. Students guilty of, or assisting others in, either cheating or plagiarism on an assignment, quiz, or examination may receive a grade of F for the course involved and may be suspended or dismissed from the university.”

Failure to abide by the following will result in a zero score!

- PDA's, cell phones and computers shall be stowed and not be visible during exams or quizzes.
- Talking or other communication between students is not permitted during exams or quizzes.

ACCESSIBILITY STATEMENT

If you need an accommodation for this class, please contact the Disability Resource Center as soon as possible. The DRC coordinates accommodations for students with disabilities. It is located on the 4th floor of the Health Services Building, and can be reached at 815-753- 1303 or drc@niu.edu. Also, please contact me privately as soon as possible so we can discuss your accommodations. Please note that you will not be required to disclose your disability, only your accommodations. The sooner you let us know your needs, the sooner we can assist you in achieving your learning goals in this course.

PREFERRED GENDER PRONOUN STATEMENT

Class rosters and University data systems are provided to faculty with the student's legal name and legal gender marker. As an NIU student, you are able to change how your preferred/proper name shows up on class rosters. This option is helpful for various student populations, including but not limited to: students who abbreviate their first name; students who use their middle name; international students; and transgender students. As a faculty member, I am committed to using your proper name and pronouns. We will take time during our first class together to do introductions, at which point you can share with all members of our learning community what name and pronouns you use, as you are comfortable. Additionally, if these change at any point during the semester, please let me know and we can develop a plan to share this information with others in a way that is safe for you.

Should you want to update your preferred/proper name, you can do so by looking at the following guidelines and frequently asked questions:

https://www.niu.edu/regrec/preferred_proper_name/index.shtml

https://www.niu.edu/regrec/preferred_proper_name/preferrednamefaq.shtml

STUDENT SEXUAL MISCONDUCT POLICY

Title IX prohibits sex discrimination to include sexual misconduct: harassment, domestic and dating violence, sexual assault, and stalking. If you or someone you know has been harassed or assaulted, you can receive confidential support and advocacy at the Counseling & Consultation Service's Advocacy Services, which can be contacted at 815-753-1206, or in Campus Life Building – room 200. Alleged violations can be reported non-confidentially to the Affirmative Action & Equity Compliance Office in Lowden Hall – room 101, at 815-753-1118, or online at <http://www.niu.edu/sexualmisconduct/help/form.shtml>. Reports to law enforcement can be made to NIU Police & Public Safety at 815-753-1212. For an emergency, call 911. For more information about Sexual Misconduct Prevention & Resources, visit <http://niu.edu/sexualmisconduct/index.shtml>. Note: As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. I also have a mandatory reporting responsibility related to my role as an instructor and a faculty advisor to a student organization. I am required to share information regarding sexual misconduct or information about a crime that may have occurred on NIU's campus with the University. Students may speak to someone confidentially by contacting Counseling & Consultation Service's Advocacy Services at 815 – 753 – 1206, or in Campus life Building – room 200.

SYLLABUS CHANGE POLICY

This syllabus is a guide and every attempt is made to provide an accurate overview of the course and its requirements. However, certain circumstances may make it necessary for the instructor to modify the syllabus during the semester for the benefit of the students and the changes may depend, in part, on course progress and students' needs. Changes to the syllabus will be made with advance notice to students and approval by the department.