



Math 1220-550: College Algebra

Spring 2022

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Office hours for help: M/W 9:00 am-12:00 noon or by appointment.

Appointments also available on Zoom at

<https://unm.zoom.us/my/profengler>

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3-Credit hours

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COURSE DESCRIPTION/OVERVIEW

College Algebra is a math course that provides preparation for Math 1240 and Math 1430. This includes the study of equations, functions, and graphs, focusing primarily on linear and quadratic functions. It also includes an introduction to polynomial, rational, exponential, and logarithmic functions, as well as application involving simple geometric objects.

Course Goals:

This course emphasizes algebraic problem-solving skills and proficiency with manipulating equations, functions and their graphical representations. (Core Curriculum Area I)

It also meets New Mexico Lower-Division General Education Common Core Curriculum Area II: Mathematics.

Student Learning Outcomes/Course Objectives

Students will build on their Knowledge of polynomial, rational, absolute value, radical, exponential and logarithmic functions in the following contexts:

1. Use function notation; perform function arithmetic, including composition; find inverse functions.
2. Identify functions and their transformations given in algebraic, graphical, numerical, and verbal representations, and explain the connections between these representations.
3. Graph and interpret key features of functions, e.g., intercepts, leading term, end behavior, asymptotes.
4. Solve equations algebraically to answer questions about graphs and use graphs to estimate solutions to equations.
5. Solve contextual problems by identifying the appropriate type of function given the context and creating a formula based on the information given.
6. Communicate mathematical information using proper notation and verbal explanations.

Prerequisites and Co-requisites

(Math 118 and 119) or Math 1215 or (1215X and 1215Y and 1215Z) or ACT Math =>22 or SAT Math Section =>540 or ACCUPLACER Next-Generation Advanced Algebra and Functions =>239-248.

Specific Course Requirements (If Applicable)

This a dual credit course. A portion of the requirements will be determined by the High School teacher associated with this course.

TECHNICAL SKILLS

NOTE: if the embedded hyperlinks provided below will not open, go to the indicated footnote for the full URL link to open

In order to participate and succeed in this class, you will need to be able to perform the following basic technical tasks:

- Use UNM Learn (help documentation located in "How to Use Learn" link on left course menu, and also at [Online Student Documentation¹](#)). Also, UNM-Valencia provides a Blackboard Learn Jumpstart self-learning module to give you practice with the most commonly used tools in UNM Learn. Ask your instructor if you do not see the UNM-Valencia Blackboard Learn Jumpstart in your list of classes in UNM Learn.
- Use email – including attaching files, opening files, downloading attachments
- Copy and paste within applications including Microsoft Office
- Open a hyperlink (click on a hyperlink to access a website or online resource)
- Use Microsoft Office applications
 - Create, download, update, save and upload MS Word documents
 - Create, download, update, save and upload MS PowerPoint presentations
 - Create, download, update, save and upload MS Excel spreadsheets
 - Download, annotate, save and upload PDF files
- Use the in-course web conferencing tool (Collaborate Web Conferencing software in UNM Learn) or use Zoom or other web conferencing tool
- Download and install an application or plug in – required for participating in web conferencing sessions

TECHNICAL REQUIREMENTS

Computer

- A high-speed Internet connection is highly recommended.
- Supported browsers include: [Detailed Supported Browsers and Operating Systems²](#)
- Any computer capable of running a recently updated web browser should be sufficient to access your online course. However, bear in mind that processor

¹ <http://online.unm.edu/help/learn/students/>

² https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support

speed, amount of RAM and Internet connection speed can *greatly* affect performance. ***Be aware, some programs that use mathematics will not work well on mobile devices such as smart phones or tablets.***

- For the best experience when using the Kaltura Media Tools inside UNM Learn, be sure to use a [supported browser](#)³ on a desktop.
- Microsoft Office products are available free for all UNM students (more information on the [UNM IT Software Distribution and Downloads page](#)⁴)
- Please update your contact information in LoboWeb: [MyUNM Login](#)⁵. When you log into MyUNM, Enter LoboWeb. Click on the Personal Information link to make sure your contact information is up to date.
- Laptops may be available for checkout for the Fall semester from the [UNM-Valencia Library](#)⁶. Contact [UNM-Valencia Student Services](#)⁷ for more information.

Technical Support

- For UNM Learn Technical Support: (505) 277-0857 (24/7) or use the “Create a Tech Support Ticket” link in your course.
- For UNM-Valencia IT Support: (505)925-8911
- For UNM Web Conference Technical Help: (505) 277-0857

TEXTBOOK AND SUPPLEMENTAL MATERIALS

Required Textbooks:

OpenStax College Algebra and whatever textbook is required by Belen High School

Required Supplementary Materials:

A scientific or graphing calculator.

COURSEWORK AND PARTICIPATION

Instructor Response Time

I routinely check with Ms. Graham for homework. This work will be graded and returned within a week. The grades will be posted online prior to your annotated homework being returned to you. You can anticipate a 24 to 48-hour response from me, Monday – Thursday to any communications sent via email. I will try and respond to all weekend (Friday afternoon to Sunday) emails and postings by noon on Monday or earlier.

³ https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support

⁴ <http://it.unm.edu/software/index.html>

⁵ <http://my.unm.edu/home>

⁶ <http://valencia.unm.edu/library/index.html>

⁷ <http://valencia.unm.edu/students/student-services.html>

Procedures for Completing Coursework

Late work may be penalized unless arrangements are made in advance. Since this is a dual credit course, most due dates will be fairly flexible in order to align with your high school schedule.

Quizzes and exams will be administered and proctored by your BHS teacher.

If you anticipate difficulty meeting a deadline, I expect to be notified a week in advance. If possible, that notification should be sent to me via email at englern@unm.edu.

All written work needs to be submitted online if possible. If it is not possible, arrangements will be made with me or with Ms. Graham. If you have a difficulty using a tool to complete work, use the "Create a Tech Support Ticket" link in the Course Menu immediately and notify your instructor as well. I will meet with you if you need help uploading your pdfs. I prefer not to accept submission through email.

Course Schedule

The Course Schedule will be posted separately online.

Expectations for Participation

- time required (9-12 hrs per week)
- students are expected to learn how to navigate in Learn
- students are expected to keep abreast of course announcements
- students are expected to use the Learn course email as opposed to a personal email address
- students are expected to keep instructor informed of class related problems, or problems that may prevent the student from full participation
- students are expected to address technical problems immediately
- students are expected to observe course netiquette at all times

Netiquette

NOTE: For links to online PDF formatted documents, you may need to give permission for the document to open. Look for a pop-up window asking for your permission

One of the overriding principles in online conversations is to "craft your responses effectively." It is sometimes difficult to remember that there are real people reading posted messages. This is especially true of online communication where others do not have the opportunity to see body language or hear tone of voice; therefore, misunderstandings are more likely.

Please, follow these guidelines in all of your online responses and discussion postings.

- Honor everyone's right to an opinion.
- Respect the right of each person to disagree with others.
- Respond honestly but thoughtfully and respectfully; use language which others will not consider foul or abusive. You may also use emoticons to convey a lighter tone.

- Respect your own privacy and the privacy of others by not revealing information which you deem private and which you feel might embarrass you or others
- Be prepared to clarify statements which might be misunderstood or misinterpreted by others.

A Special Note about Anger

- Do not send messages that you have written when you are angry, even anonymous ones. In the online world, angry messages are known as “flaming” and are considered bad behavior. Venting and flaming are two different things. It is possible to vent without becoming “ugly.” Stick to the facts of what is causing you frustration.
- Do not send messages that are written all in upper case; this is the visual equivalent of SHOUTING. It is considered aggressive and is considered bad behavior. If you ever feel like shouting a message, take a deep breath and wait until you have calmed down before responding. Then, respond in a calm and factual manner.

[UNM Netiquette document](#)⁸

NOTES TO STUDENTS ABOUT PARTICIPATION IN A COURSE USING UNM LEARN:

Tracking Course Activity

UNM Learn automatically records all students’ activities including: your first and last access to the course, the pages you have accessed, the number of discussion messages you have read and sent, web conferencing, discussion text, and posted discussion topics. This data can be accessed by the instructor to evaluate class participation and to identify students having difficulty

Submitting Assignments

When you submit an assignment via UNM Learn, you will receive an email receipt of your submission from *do-not-reply@learn.unm.edu*. Save this email as confirmation of your submission.

GRADING PROCEDURES

Grade Weighting	
Journal Entries	10%
HW	10%
BHS average	35%
Midterm(2 exams@10%)	20%
Final Exam	25%

⁸ <http://online.unm.edu/help/learn/students/pdf/discussion-netiquette.pdf>

Grading Scale

Final grades will be based on the sum of all possible course points as noted above.
Percentage of available points

Grade	
90 -100	A
80 -89	B
70 -79	C
60 -69	D
< 60	F

I may use the + option when reporting grades, but I do not use the – option. In college courses a B- is below a 3.0 on the grade scale. I consider this punitive and don't use them.

UNM POLICIES

Equal Opportunity and Non-Discrimination

In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered “responsible employees” by the [Department of Education](#)⁹ (see pg. 15). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the [Office of Equal Opportunity](#)¹⁰.

[Read more about UNM policy regarding sexual misconduct](#)¹¹.

Copyright Issues

All materials in this course fall under copyright laws and should not be downloaded, distributed, or used by students for any purpose outside this course.

[The UNM Copyright Guide](#)¹² has additional helpful information on this topic.

Accessibility and Accommodations

The American with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodations of their disabilities. If you have a disability requiring accommodation, please contact:

⁹ <https://www2.ed.gov/about/offices/list/ocr/docs/ga-201404-title-ix.pdf>

¹⁰ <http://oeo.unm.edu/>

¹¹ <https://policy.unm.edu/university-policies/2000/2740.html>

¹² <https://copyright.unm.edu/>

- [UNM-Valencia Student Services](#)¹³ if you are a Valencia campus student. The phone number is 505-925-8560
- [UNM Accessibility Resource Center](#)¹⁴ in 2021 Mesa Vista Hall **if you are a main campus student**. The phone number is 505-277-3506.

Information about your disability is confidential and your instructor cannot refer you for accommodations. Be aware that you will need to provide documentation. If you need assistance in obtaining documentation, the offices above can assist you.

Accessibility Statements

[Blackboard's Accessibility statement](#)¹⁵

[Microsoft's Accessibility statement](#)¹⁶

Include links to accessibility statements for all other technologies included in the course.

Academic Integrity

You should be familiar with UNM's [Policy on Academic Dishonesty](#)¹⁷ and the [Student Code of Conduct](#)¹⁸ which outline academic misconduct defined as plagiarism, cheating, fabrication, or facilitating any such act.

Drop Policy:

UNM Policies: This course falls under all UNM policies for last day to drop courses, etc. Please see the UNM Course Catalog for information on UNM services and policies. Please see the UNM academic calendar for course dates, the last day to drop courses without penalty, and for financial disenrollment dates.

COVID-19 Statement: UNM Administrative Mandate on Required Vaccinations

UNM requires COVID-19 vaccination and a booster for all students, faculty, and staff, or an approved exemption (see: UNM Administrative Mandate on Required Vaccinations). Proof of vaccination and booster, or a medical, religious, or online remote exemption, must be uploaded to the UNM vaccination verification site. Failure to provide this proof may result in a registration hold and/or disenrollment for students and disciplinary action for UNM employees. Booster Requirement: Individuals who received their second dose of a Pfizer or Moderna vaccine on or before June 15, 2021, or their single dose of a Johnson & Johnson vaccine on or before October 15, 2021, must provide documentation of receipt of a booster dose no later than January 17, 2022. Individuals who received their second dose of a Pfizer or Moderna vaccine after June 15, 2021 or who received their

¹³ <http://valencia.unm.edu/students/student-services.html>

¹⁴ <https://arc.unm.edu/>

¹⁵ <https://www.blackboard.com/blackboard-accessibility-commitment>

¹⁶ <https://www.microsoft.com/en-us/accessibility/>

¹⁷ <https://pathfinder.unm.edu/campus-policies/academic-dishonesty.html>

¹⁸ <https://pathfinder.unm.edu/code-of-conduct.html>

single dose of Johnson & Johnson after November 15, 2021 must provide documentation of receipt of a booster within four weeks of eligibility, according to the criteria provided by the FDA (6 months after completing an initial two-dose Moderna vaccine, 5 months after completing the Pfizer sequence, and 2 months after receiving a one-dose Johnson and Johnson vaccine). International students: Consult with the Global Education Office.

Exemptions: Individuals who cannot yet obtain a booster due to illness should request a medical, religious, or online remote exemption (which may have an end date) and upload this to the vaccination verification site. Medical and religious exemptions validated in Fall 2021 (see your email confirmation) are also valid for Spring 2022 unless an end date was specified in the granting of a limited medical exemption. Students must apply for a remote online exemption every semester.

UNM Requirement on Masking in Indoor Spaces

All students, staff, and instructors are required to wear face masks in indoor classes, labs, studios and meetings on UNM campuses, see the masking requirement. Students who do not wear a mask indoors on UNM campuses can expect to be asked to leave the classroom and to be dropped from a class if failure to wear a mask occurs more than once in that class. Students and employees who do not wear a mask in classrooms and other indoor public spaces on UNM campuses are subject to disciplinary actions. **Medical/health grade masks are the best protection against the omicron variant and these masks should be used, rather than cloth.**

Communication on change in modality: The university may direct that classes move to remote delivery at any time to preserve the health and safety of the students, instructor, and community. Please check your email and your UNM Learn site regularly for updates about our class, and please check <https://bringbackthepack.unm.edu> regularly for general UNM updates about COVID-19 and the health of our community.

Consequences of not wearing a mask properly: If you don't wear a mask, or if you do not wear a mask properly by covering your nose and mouth, you will be asked to leave class. If you fail to wear a mask properly on more than one occasion, you can expect to be dropped from the class. If you insist on remaining in the classroom while not wearing a mask, class will be dismissed for the day to protect others and you will be dropped from the class immediately.

COVID-19 Symptoms and Positive Test Results: Please do not come to a UNM campus if you are experiencing symptoms of illness or have received a positive COVID-19 test (even if you have no symptoms). Contact your instructors and let them know that you should not come to class due to symptoms or diagnosis. Students who need support

addressing a health or personal event or crisis can find it at the Lobo Respect Advocacy Center.

The instructor will try to have a few disposable masks available in the classroom on a first-come, first-served basis.

SEMESTER DEADLINES

Spring 2021 – 16-week classes

- Tuesday, January 18: First day of class, classes available in Blackboard Learn
- Friday, January 28, by 5:00 PM: Last day to add a class or to change credit hours or grade mode in LoboWEB.
- Friday, February 4: Last day to drop without “W” grade and with 100% refund on LoboWEB
- Friday, February 11: Last day to change grade mode
- Monday, March 21-25: SPRING BREAK
- Friday, April 16: Last day to drop *without* Dean’s permission on LoboWEB. Will receive “W” grade and will be responsible for tuition for the course.
- Friday, May 6: Last day to add sections and/or change credit hours with form, last day to drop *with* Dean’s permission. Will receive “W” grade and will be responsible for tuition for the course.
- May 9-13: Finals week. Final to be scheduled for this course, probably May 9th and 10th. May 13th is the last day I will accept work for the class.

UNM RESOURCES

- [UNM Valencia Campus Tutoring Services](#)¹⁹
- [UNM Main Campus CAPS Tutoring Services](#)²⁰
- [UNM-Valencia Library](#)²¹
- [UNM Libraries](#)²²
- [“Life” Resources available to UNM-Valencia Students](#)²³
- [Student Health & Counseling \(SHAC\) Online Services](#)²⁴

¹⁹ <http://valencia.unm.edu/campus-resources/the-learning-center/learning-center.html>

²⁰ <http://caps.unm.edu/services/online-tutoring/olc.php>

²¹ <http://valencia.unm.edu/library/index.html>

²² <https://library.unm.edu/>

²³ <http://valencia.unm.edu/students/student-resources.html>

²⁴ <https://shac.unm.edu/>

FOR MILITARY-CONNECTED STUDENTS

There are resources on campus designed to help you succeed. You can approach any faculty or staff for help with any issues you may encounter. Many faculty and staff have completed the GREEN ZONE training to learn about the unique challenges facing military-connected students. If you feel that you need help beyond what faculty and/or staff can give you, please reach out to the Veterans Resource Center on main campus at 505-277-3181, or by email at vrc@unm.edu. The Veterans Coordinator at UNM-Valencia is in the Student Services Office, at 505-925-8560.