



Math & Physics Department  
**COURSE SYLLABUS**

## Course Information

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MATH131 - 140 College Mathematics  
Fall 2022 Full Term  
Course Format: Lecture  
CRN: 2022-FALL-16WK-MATH-131-140  
Class Time and Location: Williamsburg Independent School - TBA01

## Instructor Information

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Name: Andrea Winchester  
Email: [andrea.winchester@ucumberlands.edu](mailto:andrea.winchester@ucumberlands.edu)  
Phone: 606-344-4061  
Office Location: Remote  
Office Hours/Preferred Contact Times: Office hours by phone: 8:00am-3:00pm - Contact anytime by email

## Course Description

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Topics studied in this course include the arithmetic of whole numbers and integers, order of operations, greatest common divisor, prime numbers, least common multiple, arithmetic of fractions, percents, arithmetic of signed numbers, angles, lines, polygons, circles, ratio, proportion, algebraic expressions, algebra of linear equations, exponents and scientific notation, algebra of polynomials, factoring and special products and algebra of rational expressions. Credit, 3 hours. Offered fall and spring semesters and summer term by demand.

## Course Objectives

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Upon completion of this course:

- Do arithmetic problems involving whole numbers, fractions, and decimals
- Solve percent problems, including percent increase and percent decrease.
- Do arithmetic problems involving signed numbers
- Convert decimals to percents and percents to decimals
- Convert fractions to percents and percents to fractions
- Reduce fractions to lowest terms
- Find LCM
- Find mean, median, and mode of list of numbers
- Ratios and proportions
- Apply certain divisibility rules
- Know basic geometry definitions
- Know basic facts about polygons and circles
- Know the order of operations
- Solve linear equations

## Course Website

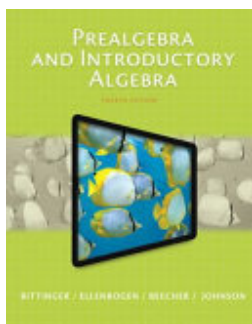
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Access to the course website is required via the iLearn portal on the University of the Cumberland's website: <http://www.ucumberlands.edu/ilearn/> or <https://ucumberlands.blackboard.com/>

## Required Books and Resources

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**Title: Prealgebra and Introductory Algebra**



Subtitle: with MyLab Math Access

ISBN: 9780134115948

Authors: Marvin L. Bittinger, David J. Ellenbogen, Judith A. Beecher,  
Barbara L. Johnson

Publisher: Pearson

Publication Date: 2015-04-08

Course Required text can be found and purchased via the UC Barnes and Noble Bookstore:

<https://cumber.bncollege.com/shop/cumberland/page/find-textbooks>

## Requirements and Policies

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### Academic Dishonesty Policy

As a Christian liberal arts university committed to the pursuit of truth and understanding, any act of academic dishonesty is especially distressing and cannot be tolerated. In general, academic dishonesty involves the abuse and misuse of information or people to gain an undeserved academic advantage or evaluation.

The common forms of academic dishonesty include:

1. cheating – using deception in the taking of tests or the preparation of written work, using unauthorized materials, copying another person's work with or without consent, or assisting another in such activities;
2. lying – falsifying, fabricating, or forging information in either written or spoken presentations;
3. plagiarism –  
using the published writings, data, interpretations, or ideas of another without proper documentation.
4. multiple submissions - submitting the same academic written or oral work for which credit was previously received, without the approval of the instructor.

Episodes of academic dishonesty are reported as appropriate to the Vice President for Academic Affairs. The potential penalty for academic dishonesty includes 1) a failing grade on a particular assignment, 2) a failing grade for the entire course, 3) suspension or expulsion, or (4) revocation of a degree.

### **Attendance Policy**

Course enrollment and participation will be monitored and verified for all students during the first two weeks of classes. Lack of participation during this time may jeopardize enrollment status. Each student is expected to meet course expectations by completing the coursework required each week. Active participation and staying abreast of the material is essential to success. Program specific attendance policies may still apply.

### **Participation Policy**

1. Be on time for class.
2. Complete online work through mymathlab before deadlines.
3. Activity and appropriately participate in class.
4. Leave the cell phone in the bag.

Study after study has linked successful academic performance with good class participation. Those who assume positions of responsibility must “show up” to be effective. Therefore, students are expected to actively participate in an intelligent discussion of assigned topics in all areas (Discussion Board Activities, Synchronous Sessions, Forums, Shared Papers, etc.) to help process course material and/or to demonstrate an understanding of course content. Point adjustments can be taken for non-participation.

### **Course Evaluations**

The course evaluation will be open during the last two weeks of the term. To access the evaluation (during that time), visit <https://uofcumberlands.campuslabs.com/eval-home/> and log-in using your UC credentials. A reminder email notification will be sent when the evaluation is available.

We value your feedback. Every evaluation is confidential and anonymous. The anonymous results of the course evaluations are not available for faculty to see until after final grades are submitted. Your thoughtful responses guide future improvements for the course and programs.

### **Disability Accommodations**

University of the Cumberland accepts students with certified disabilities and provides reasonable accommodations for their certified needs in the classroom, in housing, in food service or in other areas. For accommodations to be awarded, a student must submit a completed Accommodations Application form and provide documentation of the disability to the Disability Services Coordinator

(Shirley Stephens, Gatliff Administration Building, Room 114, [accommodations@ucumberlands.edu](mailto:accommodations@ucumberlands.edu)). When all paperwork is on file, a meeting between the student and the Coordinator will be arranged to discuss possible accommodations before accommodations are formally approved. Students must then meet with the Coordinator at the beginning of each semester before any academic accommodations can be certified for that term. Certifications for other accommodations are normally reviewed annually.

### **Academic Appeal**

Both undergraduate and graduate students have the right to challenge a grade. If discussions with the course instructor and department chair do not lead to a satisfactory conclusion, students may file a formal written appeal with the Vice President for Academic Affairs, who will forward the appeal to the chair of the Academic Appeals Committee. This formal written appeal must be filed by the end of the 4th week of classes in the next regular term following the term in which the course in question was taken. The Academic Appeals Committee then gathers information from the student, the instructor, and any other relevant parties. The Committee will deliver its recommendation on the complaint to the Vice President for Academic Affairs. After reviewing this recommendation and concurring or amending it, the Vice President for Academic Affairs will inform the student and instructor of the disposition of the complaint no later than the last day of classes of the term in which the complaint was filed. Records of all actions regarding academic grade appeals, including their final disposition, are maintained by the Vice President for Academic Affairs and the Academic Appeals Committee. ([Undergraduate Catalog/Graduate Catalog](#))

### **Student Responsibilities**

Students should:

- Use University of the Cumberlands email system for all academic, administrative, and co-curricular communication between faculty, staff and peers.
- Check for email and class announcements using iLearn (primary) and University of the Cumberlands webmail (secondary) daily.
- Demonstrate Cumberlands Character in and outside the classroom per the University Mission & Vision
- Ensure you have consistent required technology for the course
- Participate in courses regularly to:
  - Find announcements and updates
  - Complete assignments on time. Keep in mind that all deadlines use Eastern Standard Time (EST).
  - Engage in discussion

- Connect with fellow students and faculty
- Present written work in an academic and professional manner.
- Take examinations on the designated dates and times. Students should make arrangements with faculty before the designated date for any needed accommodations.
- Contact faculty or student success coordinator with questions or concerns.

## **Course Policies**

### **Academic Dishonesty:**

Forms of cheating, lying, or plagiarism will result in a zero on the assignment. On the third attempt, you will receive an Automatic 'F' for the course.

Consequences:

1st offense: Failed grade on an assignment, contact with a parent, dishonesty report submitted to UC.

2nd offense: same as above

3rd: Failing grade assigned for the course, contact with a parent, determination by UC will be communicated to the student.

### **Communication:**

All communications need to take place in the Williamsburg City School email. i.e. If you will be out of class, you need to send an email to the professor as soon as you are aware. This includes absences due to illness.

The student is responsible for checking iLearn course announcements and emails daily.

### **Late Work Policy:**

Late work will not be accepted. In the case of extenuating circumstances, the student must communicate with the professor.

### **Participation:**

In-class participation will be calculated as a weekly grade. Participation includes but is not limited to the following:

- Engaging in active and meaningful class discussions
- Completion of all daily/weekly assignments
- Communication with the professor via email when needed

### **Grading:**

All daily and weekly assignment grades will be listed in iLearn. A weekly participation grade will be detailed in infinite campus by the end of the day Friday.

### **Cell Phones:**

A definite "No-no"! Cell phones, PDAs, iPods, and all electronic devices should be turned off and put away during class. An exception to this policy will occur only if your instructor requests that

you bring your personal laptop computer to class to take a quiz or test on MyMathLab.

### **Assignments:**

Students are expected to find out class assignments for missed classes and makeup missed work.

Students are expected to find out if any changes have been made in the class or assignment schedule.

Students are expected to take the examinations on the designated dates. If you cannot take the exam on the scheduled date and know in advance, you must make arrangements with your professor before the designated date. If you miss the exam, you must have a legitimate reason as determined by your professor.

Recognizing that a large part of professional life is meeting deadlines, it is necessary to develop time management and organizational skills. Failure to meet the course deadlines may result in penalties. Keep in mind that all deadlines are set using Eastern Standard Time (EST).

### **Course Activities and Experiences**

"Course Activities" may include any or all of the following: Graded homework assignments & quizzes via MyMathLab, take-home quizzes/assignments handed out during class, presenting problems on the board, collaborative small-group assignments, critical thinking/ advanced problem assignments, written assignments, iLearn discussion board questions/assignments.

### **Links to Support**

**UC Academic Catalog:** <https://www.ucumberlands.edu/academics/academic-catalog>

**UC Student Handbook:** <https://www.ucumberlands.edu/student-handbook>

**Academic Resources & Writing Center:** [www.ucumberlands.edu/learningcommons](http://www.ucumberlands.edu/learningcommons)

**Library:** <http://www.ucumberlands.edu/library/>

**Bookstore:** <https://cumber.bncollege.com/shop/cumberlands/home>

**About University of the Cumberland:** <https://www.ucumberlands.edu/about/presidents-welcome>

**Instructions for Accessing, Downloading, and Activating Office 365 Pro Plus (free for UC Students):** <https://helpdesk.ucumberlands.edu/support/solutions/articles/7000045435>

## **Course Evaluation**

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A student will be evaluated/weighted on the following basis:

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The grading scale is a typical 10-point scale.

- Assignments- 15%
- Quizzes- 30% - Quizzes will be given in class & online.
- Tests- 40% - Tests will be given in class & online.
- Final Exam- 15% - taken once on the last day of class.

## Grading Scale

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A: 90.0% or above

B: 80.0% - 89.9%

C: 70.0% - 79.9%

D: 60.0% - 69.9%

F: 59.9% or Below

## Course Schedule

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Click the link for the course schedule and due dates.

[Pacing Guide](#)

## Syllabus Disclaimer

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This syllabus contains important information critical to your success in this course. It includes guidelines for this course and the instructor's current expectations about content, schedule, and requirements necessary for each student to achieve the best educational results. While you must review and become familiar with the contents of this syllabus, the instructor reserves the right to make adjustments or change in the syllabus from time to time. Any changes to the syllabus will be discussed with the students.