



# Course Syllabus

Course Title: College Algebra e-Learning

**MAC 1105:** College Algebra, 3 lecture hours, and 3 credit hours.

**Prerequisite:** Math placement test or a minimum grade of "C" in MAT 1033.

SUMMER 2026 CRN: 51918

## Contact Information

### Instructor

Name: J. Lloyd Harris

Title: Dean of Student Engagement

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Phone Number: (850) 747-3211

Office Location: SUE 058

Office Hours: By appointment.

Response Time: You can anticipate responses to inquiries and questions within 24-48 hours of receipt except on weekends and holidays

### Division Chair

Ms. Angelia Reynolds/Hadley Pridgen

Chair, Mathematics

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### Division Administrative Assistant

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## Course Information

### Catalog Description:

(Offered fall, spring, and summer). Prerequisite: Math placement test or minimum grade of "C" in MAT1033. In this course, students will develop problem-solving skills, critical thinking, computational proficiency, and contextual fluency through the study of equations, functions, and their graphs. Emphasis will be placed on quadratic equations, exponential, and logarithmic functions. Topics will include solving equations and inequalities, definition and properties of a function, domain and range, transformations of graphs, operations on functions, composite and inverse functions, basic polynomial and rational functions, exponential and logarithmic functions, and applications. A graphing calculator is required. The TI-83/84 are the only allowable calculators for test days. If a student wishes to use any other calculator, they must

see their instructor in advance for approval. This online class requires proctored exams which can be taken for free at any GCSC campus, with ProctorU which has a fee, or an approved proctor. Please see testing services for all available options.

### Student Learning Outcomes:

#### The student will:

1. Solve an equation or an inequality using an appropriate technique.
2. Define and describe functions, their properties, and graphs.
3. Manipulate functions to simplify expressions and find new functions.
4. Use transformations to write an equation for a function and to graph a function.
5. Model and solve real-world problems using functions.

### Course Materials & Resources:

**Textbook** MyLab Math with eTEXT for College Algebra 18weeks, Robert Blitzer, Copyright 2022, Pearson, **ISBN 9780137423361**

**Graphing Calculator:** A graphing calculator is required (TI-83 or TI-84). The problems in the text, software, and course videos are illustrated using the TI-84+. Students are expected to have their own calculators. If a student wishes to use any other calculator, they must see their instructor in advance for approval.

### Delivery Method:

This method requires students to complete the course on their own with proctored examinations. Rather than attending live lectures, students will view online course videos. There are no class meetings. Students obtain course information, including test times and procedures, that can be viewed on the Canvas LMS. Students are required to take proctored unit tests and a final exam at the dates specified either at the GCSC campus testing center, ProctorU, or with an approved proctor at a designated remote area. Students will study the E-textbook and work on the practice and homework problems in MyMathLab. The College Algebra Study Guide and course videos are available on the Canvas LMS. Students should check Canvas daily for e-mails and announcements. Your MyMathLab code is good for 18 weeks.

### Student Expectations

In this course, communication and feedback will occur through various channels, including GCSC email, Canvas Inbox, Canvas Announcements, Canvas Discussions, Microsoft Teams or Zoom, assignment feedback, and instructor office hours. Review the statements below so that you understand the expectations for communication.

As a student at Gulf Coast State College, you are expected to:

- **Adhere to Course Guidelines:** Follow the guidelines detailed in the course syllabus, along with any additional instructions provided by the instructor. This includes

understanding and complying with the course objectives, grading criteria, and academic policies.

- **Maintain Regular Contact:** Keep in touch with your instructor and classmates via your GCSC email or other designated communication channels. Regular contact helps clarify doubts, share ideas, and foster a collaborative learning environment.
- **Active Participation:** Engage actively in class discussions and submit assignments on time. Your active participation is crucial for your academic success and contributes to a vibrant learning community.

As your instructor, my commitment to you is to:

- **Provide Timely Feedback:** I will review and provide feedback on your assignments and submissions promptly. My goal is to help you understand your strengths and areas for improvement, which is crucial for your academic growth.
- **Respond Via Canvas Inbox:** I will respond to your emails or messages within 24-48 hours (excluding weekends), unless otherwise noted. I understand the importance of clear and timely communication in addressing your questions and concerns.
- **Post Regular Announcements:** To keep you updated and help you manage your time effectively, I will send out weekly reminders via announcements. These reminders will include important dates, upcoming assignments, and any changes to the course schedule.
- **Maintain Weekly Office Hours:** I will maintain regular weekly office hours, but I can also be available by appointment. This is to ensure I'm available for any questions or concerns that may come up during the week.

## Course Schedule

The semester is divided into 5 units. The contents of each unit are referenced by textbook sections below. Typically, two to three sections will be covered per week. For each section, students will be assigned graded homework and quiz assignments in MyLab. You are allowed to repeat each quiz and homework before the deadline multiple times and the highest score is kept. There will be unit test reviews that will give you a good indication of how you will do on the tests in MyLab Math. There is also a final exam review. There will be five-unit tests and a final exam in MyLab Math. The unit tests will be announced in advance, and will count equally. There are **no exemptions** from the final exam.

A detailed daily schedule, which includes testing dates and a list of assigned homework problems, will be provided to students on the first day of class.

### TEST 1

- P.5 Factoring Polynomials.
- 1.1 Graphs and Graphing Utilities.
- 1.5 Quadratic Equations.

- 1.6 Other Types of Equations.
- 1.7 Absolute Value Inequalities.

#### Test 2

- 2.1 Introduction to Functions.
- 2.2 More on Functions and Their Graphs.
- 2.5 Transformations of Functions.
- 2.6 Combinations of Functions; Composite Functions.
- 2.7 Inverse Functions.

#### Test 3

- 2.8 Distance and Midpoint Formulas; Circles.
- 3.1 Quadratic Functions.
- 3.5 Rational Functions and Their Graphs.

#### Test 4

- 4.1 Exponential Functions.
- 4.2 Logarithmic Functions.
- 4.3 Properties of Logarithms.
- 4.4 Exponential and Logarithmic Equations.

#### Test 5

- 4.5 Exponential Growth and Decay; Modeling Data.
- 5.2 Systems of Linear Equations in Three Variables.
- 5.4 Systems of Nonlinear Equations in Two Variables.
- 5.5 Systems of Inequalities.

## Grading

### GCSC Grading Scale

A (100-90), B (89-80), C (79-70), D (69-60), and F (59-0).

### Calculation of Grades

1. The average of the five-unit tests will count 50% of your grade. The quizzes will count 10%, homework will each count 15%, and reviews for tests will count 0% of your grade. A comprehensive final exam (no exemptions) will count 25% of your grade. The college grading scale will be used to convert the numerical average to a letter grade. The GCSC grading scale is: A (100-90), B (89-80), C (79-70), D (69-60), and F (59-0). Any instance of cheating on a test, including the comprehensive final exam, will result in a grade of "0" for that test/exam.

2. I will substitute the final exam score for the lowest unit test grade, if that substitution improves the student's final average. I will not substitute for a test that a student receives a grade of "0" for cheating.
3. Mathematics Division policies allow no take-home tests, no extra credit assignments, and no curving of grades.
4. Students will not be allowed to leave a testing situation (such as a unit test, midterm, or final exam) and come back at a later time to finish the test.
5. Students will not be allowed to retake a unit test, midterm, or final exam.

## Course Policies

### Accessibility Statement

Gulf Coast State College supports an inclusive learning environment for all students. If there are aspects of the instruction or design of this course that hinder your full participation, reasonable accommodations can be arranged. Prior to receiving accommodations, you must register with Student Accessibility Resources. Appropriate academic accommodations will be determined based on the documented needs of the student. Please visit [GCSC's Student Accessibility Resource \(SAR\) webpage](#) to learn more. For information regarding the registration process, email [sar@gulfcoast.edu](mailto:sar@gulfcoast.edu) or call 850-747-3243.

### Attendance Policy

As this is an online class, there is no attendance policy *per se*. However, students are expected to make regular progress with at-home assignments and must meet all testing deadlines. **The instructor reserves the right to withdraw students who have missed the first two tests without permission.**

Instructors will monitor assignment submission at the beginning of each semester. If you submit no assignments during this period, you may be withdrawn from the course. You will be financially responsible for the course and a "W" or "NS" will appear on your transcript. Withdrawal from a course may also have implications for financial aid.

### Make-Up Work Policy

No quizzes will be made up so make sure to know the due dates. If you miss a unit test and you have a valid, documented excuse, the instructor has the option to allow you a make-up test or to use your final exam score in the place of the first missing unit test score. If you have not missed any unit tests, the instructor, at their discretion, may opt to replace the lowest unit test score with the final exam score. Take-home tests are not allowed.

### Withdrawal Policy

Two withdrawals are permitted per credit course. After that, a grade will be assigned. Please be concerned about withdrawals. When admitting students into certain programs, universities may calculate withdrawals as grades. It is your responsibility to verify the effects of enrollment and/or

withdrawal upon your financial assistance (financial aid, scholarships, grants, etc.). There are two kinds of withdrawals---student and administrative.

- *Student Withdrawal (W1)* - Students wishing to withdraw must complete the online Student Withdrawal Form before the scheduled withdrawal deadline as published in the College catalog. Student withdrawals initiated prior to the scheduled withdrawal deadline will be recorded as a grade of "W." The withdrawal deadline for an off-term or condensed term is one week after midterm.
- *Administrative Withdrawal (W2)* – A faculty member may withdraw a student up to the published withdrawal deadline for violation of the class attendance policy in which case the student will receive a grade of "W." The withdrawal deadline for an off-term or condensed term is one week after midterm.

Students cannot withdraw from developmental studies courses (college-preparatory classes) after the drop/add period without written permission from their instructor and/or their academic advisor.

## Academic Integrity

Honest participation in academic endeavors fosters an environment in which optimal learning can take place and is consistent with the college's mission. Academic misconduct, including cheating or plagiarism, is destructive to the spirit of an educational environment. GCSC professors report every instance of student academic misconduct to the college for inclusion on the student's records. Most course syllabi include an academic honesty policy and the consequences for violating this policy. Familiarize yourself with course policies regarding authorized or unauthorized use of AI to avoid the pitfalls of academic dishonesty.

The following definitions will apply:

### "Cheating"

includes but is not limited to use of any unauthorized assistance in taking quizzes, tests, or examinations; dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; the acquisition without permission of tests or other academic materials belonging to a member of the College's faculty.

### "Plagiarism"

includes, but is not limited to, the use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment as well as the purchase of papers or projects. It can also include overuse of an editing program like Grammarly or submitting work written by an Artificial Intelligence (AI) generator like ChatGPT. Make certain to consult your course syllabi for your instructor's guidelines of AI material.

### "Self-plagiarism"

occurs when a student submits the same or considerably similar document to fulfill requirements in different classes. For example, if a student submits a term paper in Religion they originally wrote for an English class, this is self-plagiarism. Once a paper receives a grade in one class, it cannot be submitted again for another class.

"Generative Artificial Intelligence (AI)"

is technology that uses machine learning to create new content, such as text, images or code, based on user input. These systems are trained on vast amounts of data, including large language models and image or code generators. Common examples include ChatGPT, GitHub, Copilot, Google Gemini, Perplexity, and the Grammarly AI function.

Sanctions for incidences of academic misconduct, depending on the severity of the incidence and/or its repetition, may range from receiving an F grade (or 0) for the test, assignment, or activity, to failure of the course, to suspension or dismissal from the college.

## Classroom Recording

In accordance with federal and state privacy laws, students may record class lectures for their own personal educational use, in connection with a complaint to the college, or as evidence in internal or external legal proceedings. Students may not publish or upload the recordings or any components thereof without the knowledge and written permission of the faculty member. Failure to obtain permission to publish could lead to the students' having to pay damages, attorney fees, and court costs. For more information about what can be recorded, please see the guidelines in the GCSC Student Handbook.

## Generative Artificial Intelligence (AI) Policy

The use of generative AI tools in academic work requires clear guidelines to maintain academic integrity. Please review the policy selected for this course regarding the use of AI tools such as ChatGPT, Copilot, Grammarly's AI features, and similar platforms for assignments, research, and other coursework.

See the student handbook for further information. Students with questions about acceptable use should consult their instructor.

### Prohibited Use of AI

*The use of AI-generated content is strictly prohibited in all assignments, coursework, and throughout all stages of the work process, such as brainstorming, outlining, or drafting. This includes but is not limited to, tools such as ChatGPT, Copilot, and Grammarly's AI function. Use of AI tools will be treated as a violation of academic integrity and may result in penalties, including a zero on the assignment and additional disciplinary actions as outlined in the college's academic integrity policy.*

## Anti-Discrimination Policy

Gulf Coast State College does not discriminate against any person in its programs, activities, policies or procedures on the basis of race, ethnicity, color, national origin, marital status, religion, age, gender, sex, pregnancy, sexual orientation, gender identity, genetic information, disability, or veteran status. All questions or inquiries regarding compliance with laws relating to non-discrimination and all complaints regarding sexual misconduct or discrimination may be directed to Amanda Reed, Executive Director of Human Resources/Title II/504/Title IX Coordinator and Employment Equity Officer, Gulf Coast State

College, 5230 W. US Highway 98, Panama City, FL 32401; 850-769-1551, ext. 3516. Rules, policies, fees, and courses described in this catalog are subject to change without notice.

## Syllabus Policy

For any syllabus posted prior to the beginning of the term, the instructor reserves the right to make minor changes prior to or during the term. The instructor will notify students via e-mail or Canvas announcement when changes are made in the requirements and/or grading of the course.

## Student Support Resources

Gulf Coast State College is committed to providing you with the resources you need for success as a student and beyond. View all the academic and student support resources provided at GCSC on the [Student Services web page](#).

## Course Technology & Support

To successfully participate in this online course, students must have basic computer and digital information literacy skills and meet the following technology requirements:

- **Computer:** Up-to-date web browser that supports the Canvas learning management system; please refer to the system requirements for compatibility and information on using the Canvas app on mobile devices.
- **Internet Speed:** Minimum bandwidth of 8 Mbps upload/download speed to effectively engage in online activities and access multimedia.
- **Office 365 software:** Available for free download through GCSC Information Technology Services (ITS).

If you need technical support, contact the ITS Help Desk, available 24/7 at (850) 913-3303.

## Additional Encouragement and Resources

**What to bring to the test:** Graphing calculator, pencil, and cell phone (to login).

**Outside of class:** Studying requires discipline, tenacity, and hard work. View this course as a job. During a regular Fall or Spring term, students should plan to spend at least 8 to 12 hours per week outside of class working the homework assignments and quizzes. During a condensed 8-week Summer term, this amount of time per week doubles. Attentiveness to detail and alertness are essential. Students are expected to take responsibility for their learning.

**Available help:**

1. **Your Instructor:** Full-time faculty have posted office hours on their schedules. Students having difficulty are strongly encouraged to see the instructor for additional help.
2. **Math Lab:** Math tutors are available face-to-face and virtually via the Math Lab. There is no charge for Gulf Coast State College students. See the GCSC Math Lab website for hours of operation.
3. **Course Videos:** These videos can be viewed through our Canvas course webpage.
4. **Canvas Webpage:** Your instructor will post useful information and links in Canvas.
5. **Counseling Center:** The Counseling Center is located on the first floor of Student Union East.