



Department of Mathematics

Course Syllabus–Distance Education–Spring 2017-SS MATH 1314: College Algebra CRN: 10590

Instructor: Adnan Said	Connect Math Course Code: The Connect Math Course Code can be found in the front page in your Eagle Online(Canvas) Course.	School Zip Code: 77004
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Contact Information

Please feel free to contact me concerning any problems that you are experiencing in this course. I am available to hear your concerns, and to discuss course topics. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. Since we are not having classroom contact, e-mail will be our main mean of communication. My e-mail is: adnan.said@hccs.edu. I check my email regularly. I will do my best to reply with 24 hours. Always include your full name, course name, CRN, and course term. You need to check your HCC email account regularly, as I will be sending important announcements and updates. You may visit my Learning Web page at <http://learning.hccs.edu/faculty/adnan.said>.

Office hours and location

(By appointment),

MoWe: 8:00 am – 9:30 am, West Loop Center, Room C256

Th: 9:00 am – 10:00 am, West Loop Center, Room C256

Saturday: 12:00 pm – 1:00 pm, Stafford Campus, Learning Hub, Room 223

Textbook

College Algebra by Miller, (2nd edition) McGraw-Hill,
ISBN-13: 978-0077836344, ISBN-10: 0077836340

Textbook Options

Connect Math comes with an eBook. Students may choose or not to purchase the hard copy of the textbook.

Course Description

Math 1314 College Algebra Credit: 3 (3 lecture).

Topics include quadratics, polynomial, rational, logarithmic and exponential functions, system of equations, and matrices and determinants.

A departmental final examination will be given in this course.

Prerequisites

Math 0312 or its equivalent or an acceptable placement test score.

Course Goal and Audience

This course is designed as a review of advanced topics in algebra for science and engineering students who plan to take the calculus sequence in preparation for their various degree programs. It is also intended for non-technical students who need college mathematics credits to fulfill requirements for graduation and

prerequisites for other courses. It is generally transferable as math credit for non-science majors to other disciplines.

Technical Support

If you experience technical difficulties during the semester, these problems are not under the control of the instructor. Such technical problems should be directed to technical support.

For **HCC Eagle Online** tech support, go to the website <http://de.hccs.edu/technical-support/> or call 713-718-2000, options 4, 2, 3 (available 24 x 7).

For **Connect Math** tech support go to the website <http://support.connectmath.com> or call (949) 390-2095.

Technical Compliance

Each student must maintain internet access throughout this course. Additionally, students are expected to maintain a state of technical compliance, including (but not limited to) the following: up-to-date software as required by the instructor and a stable Internet connection. It is imperative that you have access to a personal computer over which you have administrator rights when working on online class assignments and exams. Such assessments may require installing certain software programs. Google Chrome, Mozilla Firefox, or Safari are the best choices for Eagle Online(Canvas). The instructor is not required to give consideration for lost/missing/incomplete work stemming from technical non-compliance or end-user technical issues. Failure to comply with the technical requirements shall not constitute a valid excuse for missed work or deadlines.

Distance Education Student Handbook

The Distance Education Student Handbook contains policies and procedures unique to the DE student. Students should have reviewed the handbook as part of the mandatory orientation. It is the student's responsibility to be familiar with the handbook's contents. The handbook contains valuable information, answers, and resources, such as DE contacts, policies and procedures (how to drop, attendance requirements, etc.), student services (ADA, financial aid, degree planning, etc.), course information, testing procedures, technical support, and academic calendars. Refer to the DE Student Handbook by visiting this link: <http://de.hccs.edu/de/de-student-handbook>

Class Attendance Policy

As stated in the HCC Catalog, all students are expected to attend classes regularly. Students in DE courses must log into their Eagle Online class and on *Connect Math* at least five times per week, or they will be counted as absent. Just like an on campus class, your regular participation is required. Although it is the responsibility of the student to withdraw officially from a course, the instructor also has the authority to block a student from accessing Eagle Online, and/or to drop a student for excessive absences or failure to participate regularly.

DE students who do not log into their Eagle Online(Canvas) class before the Official Day of Record which is February 23, 2017, will be dropped for nonattendance. Completing the DE online orientation does not count as attendance. Logging into a DE course without active participation is regarded as non-attending. Any student found to have quit logging in (two weeks during a regular term) and whom the Professor is unable to contact is subject to being dropped without further warning, resulting in either a "W" or a "FX" grade, depending upon the time of the term at which the behavior is noted.

Participation Requirement

DE students must complete the Syllabus Quiz posted in the Eagle Online(Canvas) course by the Official Day of Record which is February 23, 2017. Evidence that the student has completed the participation requirement will be completion of the Syllabus Quiz with a perfect score before the Official Day of Record.

Course Withdrawal Policy

If you feel that you cannot complete this course, you will need to withdraw from the course prior to the final date of withdrawal, you must contact a HCC counselor or your professor prior to withdrawing (dropping) the class for approval and this must be done prior to the withdrawal deadline to receive a “W” on your transcript. The instructor may be able to provide you with suggestions that would enable you to complete the course. Your success is very important. Beginning in fall 2007, the Texas Legislature passed a law limiting first time entering freshmen to no more than SIX total course withdrawals throughout their educational career in obtaining a certificate and/or degree.

To help students avoid having to drop/withdraw from any class, HCC has instituted an Early Alert process by which your professor *may* “alert” you and HCC counselors that you might fail a class because of excessive absences and/or poor academic performance. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you – online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.

****Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online registration calendars, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC counselor to determine class withdrawal deadlines. *Remember to allow a 24-hour response time when communicating via email and/or telephone with a professor and/or counselor. Do not submit a request to discuss withdrawal options less than a day before the deadline.* If you do not withdraw before the deadline, you will receive the grade that you are making in the class as your final grade. If you wish to drop the class, then it is your responsibility to do that before the final drop date. *Neither you nor your instructor will be able to perform the drop after the final drop date.***

Repeat Course Fee

The State of Texas encourages students to complete college without having to repeat failed classes. To increase student success, students who repeat the same course more than twice, are required to pay extra tuition. The purpose of this extra tuition fee is to encourage students to pass their courses and to graduate. Effective fall 2006, HCC will charge a higher tuition rate to students registering the third or subsequent time for a course. If you are considering course withdrawal because you are not earning passing grades, confer with your instructor/counselor as early as possible about your study habits, reading and writing homework, test taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available.

Student Course Reinstatement Policy

Students have a responsibility to arrange payment for their classes when they register, either through cash, credit card, financial aid, or the installment plan. Faculty members have a responsibility to check their class rolls regularly, especially during the early weeks of a term, and reconcile the official class roll to ensure that no one is attending class whose name does not appear on it. Students who are dropped from their courses for nonpayment of tuition and fees who request reinstatement after the official date of record (OE Date) can be reinstated by making payment in full and paying an additional/ per course reinstatement fee.

A student requesting reinstatement should present the registrar with a completed Enrollment Authorization Form with the signature of the instructor, department chair, or dean who should verify that the student has been attending class regularly. Students who are reinstated are responsible for all course policies and procedures, including attendance requirements.

Academic Honesty

A student who is academically dishonest is, by definition, not showing that the coursework has been learned, and that student is claiming an advantage not available to other students. The instructor is

responsible for measuring each student's individual achievements and also for ensuring that all students compete on a level playing field. Thus, in our system, the instructor has teaching, grading, and enforcement roles.

You are expected to be familiar with the University's Policy on Academic Honesty, found in the catalog. What that means is: If you are charged with an offense, pleading ignorance of the rules will not help you. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. "Scholastic dishonesty": includes, but is not limited to, cheating on a test, plagiarism, and collusion.

Cheating on a test includes:

Copying from another students' test paper;

- Using materials not authorized by the person giving the test;
- Collaborating with another student during a test without authorization;
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test not yet administered;
- Bribing another person to obtain a test that is to be administered

Plagiarism means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.

Collusion mean the unauthorized collaboration with another person in preparing written work offered for credit. Possible punishments for academic dishonesty may include a grade of 0 or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. Refer to the DE Student Handbook.

Resources and Supplemental Instruction

Tutoring: Tutoring is available at the West Loop and Stafford campuses. Dates, times and room locations will be announced as soon as such information becomes available. Additional help is also available through <http://m.se.hccs.edu/index.php> and through Student Support Services.

Students can get free assistance, 24 hours a day, 7 days a week, in Math, English and other subjects, at www.hccs.askonline.net. Typically, posted questions are answered by an HCC tutor or faculty within 24 hours (usually under 6 hours).

You may also find free tutoring at various HCCS campuses by going to Find-A-Tutor at <http://imc06.hccs.edu/alltutoring/FMPro?-db=alltutoring.fp5&-lay=info&-format=search.htm&-view>.

There are also several online math resources that you can find with an internet search.

Some sample websites include:

<http://sophia.hccs.edu/~douglas.bump/math>

www.khanacademy.org

www.awl.com/tutorcenter/stinfo.html

www.Purplemath.com

www.harcourtcollege.com/math/nettutor/0030260264/

www.mhhe.com/barnett

Services to Students with Disabilities

Houston Community College is dedicated to providing an inclusive learning environment by removing barriers and opening access for qualified students with documented disabilities in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. Ability Services is the designated office responsible for approving and coordinating reasonable accommodations and

services in order to assist students with disabilities in reaching their full academic potential. In order to receive reasonable accommodations or evacuation assistance in an emergency, the student must be registered with Ability Services.

If you have a documented disability (e.g. learning, hearing, vision, physical, mental health, or a chronic health condition), that may require accommodations, please contact the appropriate Ability Services Office below. Please note that classroom accommodations cannot be provided prior to your Instructor's receipt of an accommodation letter and accommodations are not retroactive.

Accommodations can be requested at any time during the semester, however if an accommodation letter is provided to the Instructor after the first day of class, sufficient time (1 week) must be allotted for the Instructor to implement the accommodations.

Ability Service Contact Information

Central College 713.718.6164

Coleman College 713-718-7376

Northeast College 713-718-8322

Northwest College 713-718-5422/713-718-5408

Southeast College 713-718-7144

Southwest College 713-718-5910

Adaptive Equipment/Assistive Technology 713-718-6629 713-718-5604

Interpreting and CART services 713-718-6333

Sexual Harassment

It is a violation of HCC policy for an employee, agent, or student of the college to engage in sexual harassment as defined in the EEOC guidelines (EEO/AA Compliance Handbook 47).

HCC Title IX Policy Statement

HCC is committed to provide a learning and working environment that is free from discrimination on the basis of sex which includes all forms of sexual misconduct. Title IX of the Education Amendments of 1972 requires that when a complaint is filed, a prompt and thorough investigation is initiated. Complaints may be filed with the HCC Title IX Coordinator available at 713 718-8271 or email at oi@hccs.edu.

Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination. Information regarding these rights are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance. It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations. Log in to www.edurisksolutions.org. Sign in using your HCC student email account, then go to the button at the top right that says Login and enter your student number.

Homework

Homework assignments have been developed that will enhance your learning. To better understand a topic, you will be given assignments on key information that you will need to remember for your success in your career. All homework must be completed online using *Connect Math*, an online learning and assessment system. A file containing instructions on getting started and setting up an account on *Connect Math* is provided on Eagle Online. To register for *Connect Math* and to access the homework, go to <http://connectmath.com>. The due date for all homework assignments will be indicated clearly once logged to *Connect Math*.

Your Financial Aid Access Code can be found in the front page in your Eagle Online(Canvas) Course. The Financial Aid Access Code does not add an additional two weeks to your account.

Note: This code gives you temporary access to Connect Math for a two-week period. Once the code expires, you will be locked out of your Connect Math account until you purchase a regular Student Access Code. It is highly recommended that you purchase the Student Access Code before the two weeks expire to prevent interruptions with your Connect Math account.

Calculators

The use of a calculator during an exam is prohibited.

Exam Policy

There will be four examinations plus a final exam, to determine how successful you are at achieving the course learning outcomes (mastery of course content and skills) outlined in the syllabus.

Exam # 1, Exam # 3, and Exam # 4 will be given on Eagle Online(Canvas).

Exam # 2 is proctored; the exam must be taken in the testing center designated by HCC Distance Education Department. Exam # 2 is not a multiple choice exam; it is a paper-and-pencil open-ended exam type. You will be allowed 2 hours to complete each test. There is No Make-Up for Exam # 2.

If you miss the proctored Exam # 2, the score of Exam # 2 will be zero. Students should not feel that classroom notes, homework, and tests may be ignored in favor of a review sheet (if any) for any examination.

Final Examination

The final exam is proctored. The final exam must be taken by all students. If you miss the final exam, the score of the final exam will be zero. The final examination consists of 25-33 multiple-choice problems. The problems cover all the material required in the course. The final exam will be proctored and taken at certain designated HCC testing center (or another approved testing center in the student's local area, for any student who does not reside in the Houston area).

Grading Policy

For your final course average, the scores from the four exams (E1, E2, E3, and E4), *Connect Math* Homework, and the final examination will be taken into consideration as shown in the following formula: Final Course Average = (E1)(0.12) + (E2)(0.18) + (E3)(0.12) + (E4)(0.12) + (*Connect Math* Homework)(0.16) + (Final exam)(0.30)

Assessments Weights

Three Exams (E1, E3, and E4)	36% of your final course grade
Exam Two (E2)	18% of your final course grade
<i>Connect Math</i> Homework	16% of your final course grade
Final Exam	30% of your final course grade

The final letter grade will be based upon the standard 10 point scale.

Final Average	90≤Avg≤100	80≤Avg<90	70≤Avg<80	60≤Avg<70	Avg<60
Final Course Grade	A	B	C	D	F or FX

Make-up Policy

Exams must be taken on the specified day(s). No Make-Up examinations will be given. Mark your calendars. The final examination grade will replace one missed test out of the three exams group (E1, E3, and E4), regardless of reason. If a second test is missed, the score for that missed test is zero. As stated earlier in the Exam Policy, there is no make-up for Proctored Exam # 2.

Final Grade of FX

Students who stop attending class and do not withdraw themselves prior to the withdrawal deadline may either be dropped by their professor for excessive absences or be assigned the final grade of “FX” at the end of the semester. Students who stop attending classes will receive a grade of “FX”, compared to an earned grade of “F” which is due to poor performance. Logging into a DE course without active participation is seen as non-attending.

Please note that HCC will not disperse financial aid funding for students who have never attended class. Students who receive financial aid but fail to attend class will be reported to the Department of Education and may have to pay back their aid. A grade of “FX” is treated exactly the same as a grade of “F” in terms of GPA, probation, suspension, and satisfactory academic progress.

Tests Schedule

Test # 1 (on Canvas)	1.4, 1.5, 1.6, 1.7, 2.1, 2.2, 2.3	3/2/17 to 3/4/17
Test # 2 (Open-Ended and Proctored)	2.4, 2.5, 2.6, 2.7, 2.8, 3.1, 3.2	3/31/17 to 4/2/17
Test # 3 (on Canvas)	3.3, 3.4, 3.5, 3.6, 4.1, 4.2, 4.3	4/13/17 to 4/15/17
Test # 4 (on Canvas)	4.4, 4.5, 5.1, 5.4, 6.1, 6.3, 6.5	5/4/17 to 5/6/17
Final Exam (on Canvas and Proctored)	Cumulative	5/11/17 to 5/13/17

Homework Due Dates

Sections: 1.4, 1.5, 1.6, 1.7, 2.1, 2.2, 2.3 2.4, 2.5, 2.6, 2.7, 2.8, 3.1, 3.2	4/1/2017
Sections: 3.3, 3.4, 3.5, 3.6, 4.1, 4.2, 4.3 4.4, 4.5, 5.1, 5.4, 6.1, 6.3, 6.5	5/6/2017

Important Date

Last Day to Drop Classes	4/11/2017
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On-Campus Testing for Test # 2 and the Final Exam in the Spring 2017 Semester

The final exam and test # 2 for this course are proctored. Both can be taken only at a testing center designated by the HCC Distance Education Department.

Exam # 2 is not a multiple choice exam; it is a paper-and-pencil open-ended exam type. There is No Make-Up for both exams. If you miss the proctored Exam # 2, the score of Exam # 2 will be zero.

There is a two-hour time limit for each exam. Both exams are closed book exams. Do not bring any books, study questions, formula sheets, or notes. Calculators are not allowed. Cell phones or any other electronic devices are not allowed. Your professor may not be at the testing location. If you have specific questions concerning both exams, you need to contact your professor prior to the testing day. A picture ID is required before students are allowed to take both exams. You must allow extra time to find parking and to find the testing room. Parking is available at on-street metered spots or in the visitor parking in the adjacent HCC garage. Children are not allowed in the testing location. Bring your own sharpened pencils, pens, and erasers. Paper is provided by the DE department. Students are not allowed to bring blank sheets to testing. For more information, see Page 15 on the DE Student Handbook.

[http://de.hccs.edu/media/houston-community-college/distance-education/student-services/2015-HCC-DE-Student-Handbook-\(Revised-1715\).pdf](http://de.hccs.edu/media/houston-community-college/distance-education/student-services/2015-HCC-DE-Student-Handbook-(Revised-1715).pdf)

Taking an exam if you live outside the HCC service area

Distance learners outside of the HCC service area follow the same admissions policies/ procedures as all HCC students. Students living out of the HCC service area during the semester in which they

are enrolled at HCC in online classes need to make special arrangements to take the final exam at an approved testing center in the student's local area. It is the student's responsibility to obtain a proctor. The proctor must be someone in the testing center at a local community college or at a university. The proctor will need to provide a secure testing environment and possibly (depending on the course) a computer with Internet access. A valid picture ID must be presented to the proctor when taking the exam. All fees associated with proctoring are the responsibility of the student. Exams will be sent via fax, email, or US mail directly to the proctor with instructions for administering the exams. This will be done at no cost to the student; however, the student will be responsible for fees associated with returning the exams (including costs of overnight express, etc. to meet deadlines). The proctor approval form must be completed and approved at least 2 weeks prior to the first scheduled exam.

The Proctor Approval Form can be found at:

<http://de.hccs.edu/media/houston-community-college/distance-education/student-services/pdf/Proctor-Approval-Form.pdf>. For additional questions, you may contact: de@hccs.edu

Instructional Methods

As an instructor, I want my students to be successful. I feel that it is my responsibility to provide you with knowledge concerning the field of mathematics, modeling good analytical problem solving strategies, and organizing and monitoring the success of each student with homework that allows you to connect the information that you learn in this course to applications in other course work and life in the real world. As a student wanting to learn about the field of mathematics, it is your responsibility to read the textbook, complete and submit assignments on the due dates, study for the exams, participate in class activities, and enjoy yourself while experiencing the real world of mathematics.

This class is a distance-education class using Eagle Online for lecture notes, videos, Power Point slides, reviews, and assessments. The lecture notes are not meant to be a replacement for our course textbook. The entire course is to be completed online in a period of 16 weeks. The main online page for our course is located on Eagle Online. That page will be our DE "classroom". You can log into EO by going to <https://eo2.hccs.edu/login/index.php>.

I recommend adding a Favorite or Bookmark of the login page to your browser. Your Eagle Online username/password is the same as your Eagle ID, which is the user ID or W number that you were issued upon admission and the password you created for your HCC Email (issued upon enrollment through the Student System). On that page, you may find a copy of this syllabus, a document containing specific instructions on setting up the account on Connect Math, a link to the instructor's page on the Learning Web, a course calendar listing upcoming events, and detailed information regarding our exams.

Student's Responsibilities

To be successful in this class, the student shall:

- Meet the course prerequisites by the time the course starts
- Visit the class sites online on Eagle Online and Math Connect at least 5 times per week to perform class activities, get updates on class announcements and complete class assignments on time
- Check your Email and all course announcements and calendar (on EO) daily
- Read the important information regarding the course that is provided in various documents located in the first topic listed on the Eagle Online course home page("Course Basics")
- Read, while assuring comprehension, the sections in the textbook covered in the course
- Complete homework assignments on Connect Math by the time they are due
- Keep up with the course progress to avoid falling behind
- Take all online term exams in the scheduled days and times
- Study (includes reading the textbook, completing homework assignments, watching the

class videos and slides online, seeking help from the instructor or any other recognized authority in the subject, etc.) for as long as it takes to ensure understanding of the course material and successful performance in the course

- Take the final exam as scheduled
- Perform satisfactorily in all written assessment tools
- Seek individualized help from appropriate sources when necessary to discuss any questions or class-related issues

Course Outline

Unit I - Equations and Inequalities

Sections: 1.4, 1.5, 1.6, 1.7, 2.1 (8 hours)

This unit includes complex numbers, quadratic equations and applications, other types of equations, linear inequalities in one variable, absolute value equations and inequalities, and the rectangular coordinate system.

Unit II - Functions and Their Graphs

Sections: 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8 (10 hours)

This unit includes circles, linear equations in two variables, functions and relations, analyzing graphs of functions, a library of Parent functions, transformations of functions, combinations of functions, and composite functions.

Unit III - Polynomial and Rational Functions

Sections 3.1, 3.2, 3.3, 3.4, 3.5, 3.6 (8 hours)

This unit includes quadratic functions and models, polynomial functions of higher degree, synthetic division, zeros of polynomial functions, rational functions and asymptotes and graphs of rational functions, polynomial and rational inequalities.

Unit IV - Exponential and Logarithmic Functions

Sections: 4.1, 4.2, 4.3, 4.4, 4.5 (6 hours)

This unit includes inverse functions, exponential functions and their graphs, logarithmic functions and their graphs, properties of logarithm and exponential and logarithmic equations.

Unit V – Systems and Matrices

Sections: 5.1, 5.4, 6.1, 6.3, 6.5 (4 hours)

This unit includes linear and nonlinear systems of equations, two variable linear systems, operations with matrices and the determinant of a square matrix.

Course Student Learning Outcomes (SLO)

1. Solve algebraic equations and inequalities involving linear and nonlinear expressions.
2. Examine and interpret the graphs of circles, polynomial functions, rational functions, basic functions, and their transformations.
3. Apply the basic knowledge of a function in order to simplify functions, combine functions, and solve application problems involving linear and nonlinear functions.
4. Perform basic matrix operations.

Learning Objectives

Students will:

1. Solve Quadratic Equations in one variable by the method of factoring, square root property, completing the square and the quadratic formula.
2. Solve radical equations, fractional equations, and equations of quadratic form.

- 3 Solve linear inequalities and linear equations involving absolute value, state the solution in interval notation, and graph the solution.
- 4 Solve non-linear (quadratic and rational) inequalities, state the solution in interval notation, and graph the solution.
- 5 Solve exponential and logarithmic equations.
- 6 Solve systems of linear and nonlinear in two variables.
- 7 Find the distance and midpoint between two points in the Cartesian Plane.
- 8 Recognize the equation of a straight line, graph the equation of a straight line, find the slope and intercepts of a line, know the relationship between the slopes of parallel and perpendicular lines, and be able to determine the equation of a line from information such as two points on the line, or one point on the line and the slope of the line.
- 9 Graph linear functions, quadratic functions, piecewise-defined functions, absolute value functions, polynomial functions, rational functions, exponential functions, and logarithmic functions.
- 10 Understand vertical and horizontal shifts, stretching, shrinking, and reflections of graphs of functions.
- 11 Recognize the equation of a circle, sketch the graph of a circle, and find the equation of a circle.
- 12 Determine the rational zeros of a polynomial.
- 13 Apply the definition of a function, determine the domain and range of a function, evaluate expressions involving functional notation, simplify expressions involving the algebra of functions, graph functions by plotting points, use the definition of inverse functions, and given a function finding its inverse.
- 14 Understand the inverse relationship between the exponential and logarithmic functions.
- 15 Perform operations with matrices.

Math 1314: 12 Week Calendar

Weeks 1, 2, and 3	Equations and Inequalities, Functions and Their Graphs
Weeks 4, 5, 6, and 7	Graphs of Functions, Polynomial Functions, Rational Functions
Weeks 8, and 9	Exponential and Logarithmic Functions
Weeks 10, 11, and 12	Determinants, Systems and Matrices, Final Exam

EGLS3 – Evaluation for Greater Learning Student Survey System

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term. Visit www.hccs.edu/EGLS3 for more information.

Disclaimer

The rules, policies, terms and guidelines of this syllabus are subject to change and may be updated, corrected, or modified by the instructor, at any time, due to unforeseen circumstances, and changing needs of the class. The student shall be notified of any such changes in the provisions of this document.

Administration Contact Information

College - Level Math Courses

Chair of Math	Jaime Hernandez	SW Campus	713-718-2477	Stafford, Scarcella, N108
- Secretary		SW Campus	713-718-7770	Stafford, Scarcella, N108
Math Assoc. Chair	Roderick McBane	CE Campus	713-718-6644	San Jacinto Building, Rm 369

Math Assoc. Chair	Ernest Lowery	NW Campus	713-718-5512	Katy Campus Building, Rm 112
Math Assoc. Chair	Mahmoud Basharat	NE Campus	713-718-2438	Codwell Hall Rm 105

Developmental Math Courses

Chair of Dev. Math	Susan Fife	SE Campus	713-718-7241	Felix Morales Building, Rm 124
- Secretary	Carmen Vasquez	SE Campus	713-718-7056	Felix Morales Building, Rm 124
Dev. Math Assoc. Chair	Marisol Montemayor	SE Campus	713-718-7153	Felix Morales Building, Rm 124
Dev. Math Assoc. Chair	Jack Hatton	NE Campus	713-718-2434	Northline Building, Room 321

For issues related to your class, please first contact your instructor.

If you need to contact departmental administration, then contact the appropriate Associate Chair.

If further administrative contact is necessary, then contact the appropriate Department Chair.