

UNIVERSITY OF ALABAMA AT BIRMINGHAM
MA 108, Intro to Finite Mathematics
Campus COURSE SYLLABUS
Fall 2022

INSTRUCTOR INFORMATION

Instructor: Information is in Canvas and BlazerNet
Best way to contact: Canvas message or email
Office location: HHB202
Office hours: will be posted in Canvas, other times by appointment

INSTRUCTIONAL METHOD

FACE TO FACE: This class will be taught in-person, on-campus on the days and hours listed in the Class Schedule. Go to [UAB United](https://uab.edu) for up to date information on COVID health and safety requirements.

TEACHING TIME ZONE: Central time (Chicago)

TIME COMMITMENT: This course is worth 3 credit hours. Students should plan to spend about 9-12 hours per week participating in course activities and working on assignments.

COURSE MATERIALS

Access Code for MyLab Math

The MyLab Math Access Code for the course is **required** and is available through Canvas with First Day access unless you choose to opt out. **First Day access** is the *least expensive* way to purchase access. There is no printed textbook required for the course, but the eText is included with access. The process of selecting First Day access will be explained during the first meeting.

Calculator

Only the computer calculator will be allowed during tests (no handheld or downloaded calculators). Students should practice using the computer calculator when in the MLL and while working on assignments at home.

Excel

Excel is allowed during tests, and it will be used on some assignments. Free access to excel is available to you through Office 365.

COURSE CONTENT

Topics covered in the 3 semester hour course include: applications of percentages, managing money, statistical reasoning, and counting and probability. This course satisfies the Core Curriculum requirement in mathematics. Quantitative Literacy and Reasoning are significant components of this course.

LEARNING OUTCOMES

Upon successful completion of MA108, a student can

- compute using arithmetic and elementary algebra in a variety of problem situations.
- identify the problem and translate verbal descriptions into mathematical form.
- evaluate the reasonableness of quantitative assertions.
- interpret and construct graphs, tables, and schematic representations of mathematical relationships.
- understand elementary probability, and is able to draw conclusions based upon probability.
- select and use appropriately quantitative evidence and inferences.
- communicate results of mathematical investigations in a manner appropriate to the audience.
- demonstrate persistence in attempting to solve mathematical problems.

The course focuses on mathematical ideas that students will need for their remaining college course work, their careers, and their daily lives. The focus is less on formal calculation and more on teaching students how to think critically with numerical or mathematical information. The various course teaching strategies include flipped classroom, guided notetaking, discussion, computer-aided instruction, inquiry based and collaborative learning, reflection, and a project.

NOTE: For Course Syllabi posted prior to the beginning of the term, the Course Instructor reserves the right to make changes prior to or during the term. The Course Instructor will notify students, via email or Canvas Announcement, when changes are made in the requirements and/or grading of the course.

COURSE ACCESS

Canvas

All course materials and online assignments will be accessed in Canvas. Official communication will be done through Canvas announcements or in person.

MyLab Math

All previews, homework, quizzes, and tests for this course are available in Pearson's MyLab Math only. A user account is **required** for every student and **must be activated through Canvas**. You do NOT need to purchase an access code unless you opt out of the First Day access (which is provided at a reduced cost and billed to your student account). Instructions can be found in the Course Information Module in Canvas.

- NO EXTENSIONS are given for missed assignments due to failure to activate your account, or if you choose to opt out of First Day access.

Browser

Google Chrome or Mozilla Firefox are recommended to avoid any browser issues with Canvas or MyLab Math.

EQUIPMENT

You must have a computer capable of running Canvas and MyLab Math along with reliable, high-speed internet. Otherwise, you must work on assignments in the MLL or in a place where such equipment is available.

COURSE STRUCTURE

The course content is set up as Modules in the UAB Learning Management System (LMS), CANVAS. Students must work through the Modules IN ORDER and COMPLETE ALL ITEMS. Students participate in discussions and solve problems during class and/or lab time. During lab time students also work on assignments, take tests, and can get individual help from the instructor.

COURSE GRADE

Students must earn a grade of Pass MA 094L in order to make a C or higher in MA 108.

If a grade of Pass is earned in MA 094L, a student will earn their MA 108 grade based on total points earned out of 1000 as shown below.

If a grade of Fail is earned in MA 094L, a student's MA 108 grade will be a D if the student earns at least 620 points, or an F if the student earns less than 620 points.

To access total points and Overall grade (dependent upon a grade of P in MA 094L): Go to Canvas and click on **Overall Grade**, or go to <https://secure.cas.uab.edu/mlt/db/>. The instructor will upload Canvas scores weekly.

Grade Element	Points
Syllabus Quiz (1 @ 8 points)	8
Class Attendance (13 @ 4 points each)	52
Lab (10 @ 8 points each)	80
Preview (10 @ 5 points each)	50
Homework (10 @ 12 points each)	120
Quiz (10 @ 10 points each)	100
Test (4 @ 125 points each)	500
Project (1 @ 50 points)	50
Reflection (2 @ 20 points each)	40
Total possible points	1000
<i>Bonus (4 Review Tests @ 5 points each)</i>	20

Points Earned	Course Grade
880-1000	A
750-879	B
620-749	C
500-619	D
Below 500	F

Preview

Preview assignments are completed in MyLab Math through a link in Canvas. Previews serve as an introduction to the week's lesson. Students must read the eText section that is listed in the assignment before they attempt to answer any questions. No late submissions are allowed.

Homework (HW)

Homework assignments are completed in MyLab Math through a link in Canvas. All HW must be completed no later than 11:59PM central time on the due date to receive full credit. Any work submitted after the deadline will automatically receive half credit. Students are encouraged to work on their HW throughout the week and should not wait until close to the deadline to complete it. Problems or issues that occur at the last minute are the responsibility of the student.

Quizzes (Q)

Quizzes are completed in MyLab Math through a link in Canvas. Two attempts are allowed, and highest score will count. All Quizzes must be completed no later than 11:59PM central time on the due date to receive full credit. Any work submitted after the deadline will automatically receive half credit. Students should not wait until close to the deadline to start a Quiz. Problems or issues that occur at the last minute are the responsibility of the student.

- Quizzes are open-book, but students may NOT receive help from another person.
- Once a Quiz is started, it must be completed in one sitting within 30 minutes.
- It is your responsibility to have reliable internet access when taking a Quiz.
- Do NOT hit the *back* button on your browser, or your Quiz will end and you will not be able to continue.

Tests

Four 50 minute tests are taken on the computers in the MLL on scheduled dates during regular lab time. The only allowed items during testing are the computer calculator (Windows), Excel, and instructor provided test cover sheet/scratch paper. Students found using anything besides the permitted items during testing will be reported to the College of Arts and Sciences Academic Integrity Coordinator.

Preparing for Tests

The way you prepare for the tests in the course is by completing all of the assignments in the course. Test questions will be similar to questions seen in the Homework and Quiz assignments throughout the semester. You should complete these assignments for understanding to ensure the best preparation for the tests. You also have access to Review Tests that can be used to prepare for the test, and they count as bonus points towards your grade.

Reflection

Two reflections will be completed in Canvas.

Project

One project will be completed in Canvas. More details about the project will be given during class.

COURSE POLICIES

ATTENDANCE/PARTICIPATION POLICY

Attendance is REQUIRED at all Class and Lab meetings, and points are awarded for being **on time** and for **participation in all activities**. Students will often work in groups to solve problems that are relevant to and apply the concepts learned in the course. Late students and those who are not actively engaged will not earn full points and may earn no points at the discretion of the instructor.

CELL PHONES AND ELECTRONICS

Cell phones must be set on silent/vibrate mode during class or lab and used for emergency purposes only. Other use of cell phones, including phone calls, text messages, or internet is strictly prohibited unless otherwise allowed by your instructor.

The use of ear buds, plugs, headphones, etc. is not allowed during class or lab.

Tablets and laptops may not be used during lab time. Students must work on the MLL computers while in the lab. The use of any tablet or laptop during class requires the consent of the instructor.

EXTENDED ABSENCES

Attendance is fundamental to course objectives and to the integrity of this course. Courses in the Mathematics Department require a variety of activities that involve interaction with the instructor and/or interaction with other students. Excessive absences and missed assignments seriously jeopardize a student's ability to successfully complete the course. In the event of excessive absences, students should be prepared to officially withdraw from the course. View the [UAB Add/Drop and Withdrawal Policy](#) for more details.

More than two weeks of missed meetings is considered too much to be successful in the course.

MAKE-UP WORK POLICY

There are no make-ups for missed HW and Quizzes because they can and should be completed ahead of time. However, HW and Quizzes may be completed late for 50% credit. Students are expected to work throughout the week and IN ADVANCE on their assignments instead of waiting until the deadline day.

Makeup Test – only for one missed Test

If a student misses **ONE** Test, they may submit a REQUEST FORM to take a comprehensive Makeup Test to replace the missed grade. The student **must submit a request form to the math department office in UH4002 no later than 12pm on the last day of classes**. The student will be notified by email about the status of the request. The Makeup Test is a 2 hour cumulative test that covers all material in the course, and it is taken in HHB202 at the scheduled final exam time for the class. ***Only ONE missed test may be replaced by the Makeup Test.*** Students who do not miss a test are not eligible to take the Makeup Test.

Students with COVID-related reasons for missing a class or lab meeting must go through UAB's Student Health Service's process for an excused absence due to isolation or quarantine. They must log into the UAB Student Health Patient Portal to begin this process. Students must present their written excuse provided by Student Health to their instructor to schedule a make-up session for attendance. This should be done within one week of the return to campus. Students may choose to use the extra points earned from the Bonus assignments to make up for the missed attendance points. If a student misses class for any other reason, the student may earn back the missed points through the Bonus assignments.

Students who must miss due to **official university competition or performance, jury duty, or required military orders** that are documented to interfere with working in the class must present *official documentation* IN ADVANCE, and MAKE ARRANGEMENTS to complete the missed work IN ADVANCE of the absence. **Before the end of the add/drop period**, students must provide their instructor a schedule of anticipated excused absences with a letter explaining the nature of the expected absences from the director of the unit or department sponsoring the activity. If a change in the schedule occurs, students are

responsible for providing their instructors with advance written notification from the sponsoring unit or department.

Students should notify the instructor in writing or via email **before the end of the drop/add period** of their intention to be absent for religious observance. The instructor will work to provide reasonable opportunity to complete academic responsibilities as long as that does not interfere with the academic integrity of the course.

RESOURCES

MATH HELP

Your instructor -- You should always **inform your instructor** if you are having difficulty with the material. They can offer suggestions and help. The weekly lab meeting is an opportunity for students to ask individual questions and get help while working on their HW or reviewing their previous work.

Math Learning Lab (MLL)

The [Math Learning Lab \(MLL\)](#) in 202 Heritage Hall offers free in person tutoring. Tutors WILL NOT help with graded assignments, solve all of your problems, or work with you for extended periods of time, but they WILL help guide you so that you can complete your work independently. Be sure to bring your notes, work, and materials. No appointment is needed. The MLL is open Monday-Friday from the first day of class to the last day of class. Tutoring is NOT available during holidays, breaks, and Final Exam week. No food or drink allowed except bottled water.

Vulcan Materials Academic Success Center (VMASC)

The [Vulcan Materials Academic Success Center \(VMASC\)](#) provides students with a host of free services and resources that include Tutoring and Supplemental Instruction.

Other Student Resources can be found by clicking on Student Academic and Support Services in the Canvas navigation.

UAB Policies and Resources

Add/Drop and Course Withdrawal

- **Drop/Add:** Deadlines for adding, dropping, or withdrawing from a course and for paying tuition are published in the [Academic Calendar](#) available online. Review the [Institutional Refund Policy](#) for information on refunds for dropped courses.
- **Withdrawal:** To avoid academic penalty, a student must withdraw from a course by the withdrawal deadline shown in the academic calendar and receive a grade of W (withdrawn). Failure to attend class does not constitute a formal drop or withdrawal.

Student Conduct

The University of Alabama at Birmingham expects all members of its academic community to function according to the highest ethical and professional standards. Students, faculty, and the administration of the institution must be involved to ensure this quality of academic conduct. The purpose of the Academic Integrity Code is to support our academic mission and to maintain and promote academic integrity. All students in attendance at UAB are expected to pursue all academic endeavors with integrity, honor, and professionalism and to observe standards of conduct appropriate to a community of scholars.

- [Academic Integrity Code](#)
- [Student Conduct Code](#)

DSS Accessibility Statement

Accessible Learning: UAB is committed to providing an accessible learning experience for all students. If you are a student with a disability that qualifies under Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act, and you require accommodations, please contact Disability Support Services for information on accommodations, registration and procedures. Requests for reasonable accommodations involve an interactive process and consist of a collaborative effort among the student, DSS, faculty and staff. If you are registered with Disability Support Services, please contact DSS to discuss accommodations that may be necessary in this course. If you have a disability but have not contacted Disability Support Services, please call **(205) 934-4205**, visit their [website](#), or go to their office located in Hill Student Center Suite 409.

Title IX Statement:

The University of Alabama at Birmingham is committed to providing an environment that is free from sexual misconduct, which includes gender-based assault, harassment, exploitation, dating and domestic violence, stalking, as well as discrimination based on sex, sexual orientation, gender identity, and gender expression. If you have experienced any of the aforementioned conduct we encourage you to report the incident. UAB provides several avenues for reporting. For more information about Title IX, policy, reporting, protections, resources and supports, please visit [UAB Title IX webpage](#) for UAB's Title IX, UAB's Equal Opportunity, Anti-Harassment, Duty to Report, and Non-Retaliation policies.

COVID health and safety:

Please visit the [UAB United website](#) for further information.

Additional Information

PREREQUISITES

None, but students registering for MA 108 must also enroll in MA 094L.

FACULTY EVALUATION

At the end of each term, students are asked to complete a Course Evaluation Form (IDEA Survey). These evaluations are completely anonymous and are online for all students.

TURNITIN

UAB reserves the right to use electronic means to detect and help prevent plagiarism. By enrolling at UAB, students agree to have course documents submitted to www.Turnitin.com or other means of electronic verification. All materials submitted to Turnitin.com will become source documents in Turnitin.com's restricted access database, solely for the purpose of detecting plagiarism in such documents. Students may be required by instructors to individually submit course documents electronically to Turnitin.com.

LIBRARY SUPPORT

The Libraries at UAB provide access to materials and services that support the academic programs. The following is a link to the main library (Mervyn Sterne Library) <http://www.mhsl.uab.edu/>.

IRB/RESEARCH STATEMENT

Federal regulations and university policies require Institutional Review Board (IRB) approval for research with human subjects. This applies whether the research is conducted by faculty or students. At the same time, many class projects are conducted for educational purposes and not as research, and will not require IRB approval. In this course, students work on group problems and may have to ask others for information to be used as data, but this will be done anonymously as part of an educational exercise; therefore, no IRB approval is needed. For more information about UAB OIRB, go to irb@uab.edu.