



University of
Science & Technology

Math 14 AA Course Syllabus

Instructor:	Mr. Paul N. Runnion	Lab TA:	Mohamed Milad
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Upon entering class, you are required to turn off and put away any electronic devices (including iPods, cell phones, BlackBerries, laptops, etc.) which you are carrying. They are to remain off and put away during the entire class period.

MyMathLab Course ID: runnion60529

Prerequisite: Math 6; Math 2 or Math 4, both with a grade of “C” or better, or by placement. Math 6 may be taken concurrently with Math 14 with advisor permission, but this is not generally recommended. *Note that Math 6 is a prerequisite for Calculus II (Math 15 or 21), and this prerequisite is strictly enforced in Calculus II.*

Attendance Policy: You are expected to attend every class period in its entirety. If you know in advance that you will be unable to attend, please check with me ahead of time to determine what work you will miss. If you miss a class, it is *your* responsibility to find out what you missed and to pick up any returned work. We reserve the right to administratively withdraw students on hearer status who have accumulated more than 10 absences.

Academic Alert System: Should you accumulate 4 absences at any point during the semester, an academic alert may be sent to you and your advisor. The Academic Alert System can be found at <http://academicalert.mst.edu/>. The purpose of the Academic Alert System is to improve the overall academic success of students by improving communication among students, instructors, and advisors; reducing the time required for students to be informed of their academic status; and informing students of actions necessary by them in order to meet the academic requirements in their courses.

Exams: There will be four 50-minute exams worth 100 points each plus two 30-minute basic skills exams worth 50 points each during the semester. The exams will cover the material from the textbook, homework problems, and additional material covered in class (another reason to not miss class). The 100 point exams will be given at 5:00 PM on each of the following Tuesdays: September 10, October 8, October 29, and December 3. These evening exams are scheduled class times, and *you* are responsible for working out any conflicts to ensure that you are present for each scheduled exam.

MyMathLab Work: All homework in this course will be completed using MyMathLab, and you will also take weekly quizzes using MyMathLab. You should make it a practice to complete this work daily. Work assigned in MyMathLab work will contribute 50 points to your overall grade.

Lab Quizzes: At least ten quizzes over the homework and any additional material covered in class will be given during the lab time. Each quiz is worth 10 points, and there will be no makeup quizzes offered. Your best eight lab quiz grades will be counted toward your final grade (80 points possible).

Lecture Points: 20 points will be possible through various quizzes or other activities during lectures. Your lecture professor will provide you with more information about these points.

Calculator Policy: The use of calculators is prohibited on all tests, exams, and quizzes in this course.

Final Exam: All Math 14 sections will take a common, comprehensive final exam on Thursday December 12 from 8:00-10:00 AM. This exam will count as 200 points toward your final grade. If, before taking the final

exam, your overall grade is calculated using your lowest 50-minute exam score as your percentage on the final and you have at least 765/850 points with that calculation, then you are exempt from taking the final and your overall grade is an A. Students in this situation will be notified on or before the last day of classes. All other students must take the final exam, and if your percentage on the final exam is higher than your lowest 50-minute exam score, that percentage will replace your single lowest 50-minute exam score in addition to counting as the final exam. Any student who has missed a 50-minute exam for any reason must take the final, and their percentage on the final will replace the zero on the missed 50-minute exam. Only one 50-minute exam may be replaced by the final.

Grading Policy: On all work submitted for grading, you are expected to show your work clearly and completely. You will be graded on your work as well as on your final answers, but a correct final answer that is neither supported nor justified by work you have shown will receive no credit. Any questions regarding the grading of any submitted work must be brought to my attention within one week of the date it is returned to the class or no changes will be made in the grade. There are 850 total points possible in this course, divided as follows:

Exams:	400 points	Lab Quizzes:	80 points
Final Exam:	200 points	MyMathLab Work:	50 points
Basic Skills:	100 points	Lecture Points:	20 points

The grading scale is as follows:

A	Total points ≥ 765
B	$680 \leq$ Total points < 765
C	$595 \leq$ Total points < 680
D	$510 \leq$ Total points < 595
F	Total points < 510

Tutoring Assistance: The Department of Mathematics and Statistics provides tutoring in Centennial 105 for students in calculus and pre-calculus courses. Beginning Monday August 26, the tutoring room will be open from 12-1 MWF, 5-6:30 MW, and 4:30-6 TR on days when regular classes are in session. Note that algebra students will be given priority from 4:30-6 TR.

Emergency Egress: Please familiarize yourselves with the classroom egress maps posted online at <http://registrar.mst.edu/links/egress.html>

Disability Support Services: If you have a documented disability and anticipate needing accommodations in this course, you are strongly encouraged to meet with me early in the semester. You will need to request that the Disability Services staff send a letter to each of your instructors verifying your disability and specifying the accommodation you will need before arrangements can be made for your accommodation. Disability Support Services is located in 204 Norwood Hall (341-4211, dss@mst.edu). Their website is <http://dss.mst.edu>

Academic Integrity: All students are expected to maintain academic integrity. Cheating will not be tolerated. Cheating includes but is not limited to use of any unauthorized assistance in taking quizzes, tests, or examinations or knowingly providing any unauthorized assistance to another student on quizzes, tests, or examinations. Page 30 of the Student Academic Regulations Handbook (which can be found at <http://registrar.mst.edu/academicregs/index.html>) describes the student standard of conduct relative to the System's Collected Rules and Regulations section 200.010, and offers descriptions of academic dishonesty including cheating, plagiarism or sabotage.

Questions: If you ever have a question about anything, please come see me during my office hours or make an appointment. However, if this does not resolve your concern, you may contact Mr. Paul Runnion (Rolla 305), the course coordinator for Calculus I. If your concern is not resolved by speaking with Mr. Runnion, you may contact Dr. Ilene Morgan (Rolla 212), coordinator of undergraduate studies in the Department of Mathematics and Statistics. If your concern is not resolved by speaking with Mr. Runnion or Dr. Morgan, you may contact Dr. Steve Clark, the department chair of Mathematics and Statistics, in Rolla 202.