

Instructor: Jim Miller

Office: Samuelson 228F, Phone 963-2990, Hours: 8:30-8:50, 10:00-10:50 and 12:00-1:50. I will also take appointments for other times. I can also be reached: email millerji@cwu.edu, cell 509 674 8138; texting works to schedule a meeting time. I do have classes M-F at 9:00, 11:00, and 2:00.

Classroom: 153.004 2:00-2:50 PM in Samuelson 106.

Text: *Pre-calculus*, Second Custom Edition for CWU, Sullivan. We will be covering most of Chapters 2 through 5 of this textbook with possibly some other bits and pieces. We will have a quick review of Chapter 1. You will **not** need to purchase My Math Lab and if you can get the online version, that will be fine.

Supplies: Paper, graph paper, sharp pencils, **graphing calculator** (recommend TI-83, TI-84 or TI-84 app or Desmos on your phone or tablet). Fine a way to keep organized (three ring binder or whatever) that you will bring every day to class.

Course Description: Prerequisite: Math 100C or equivalent. This is a foundation course that stresses algebraic and elementary function concepts and the manipulative skills essential to the study of calculus. Upon successful completion of this course, you will be able to demonstrate understanding of the following topics: functions, including operations, compositions, and graphs; and specific features and applications of linear, quadratic, exponential, logarithmic, polynomial, and rational functions. Numerical, graphical, and algebraic approaches will be used to give students a better understanding of the mathematical concepts important in the study of calculus. This course incorporates the use of **graphing calculators**, as they are excellent tools for visualizing some mathematical concepts and offer alternative ways of manipulating the mathematics. There are cell phone apps that are quite good graphing calculators and they will be allowed provided the use of the phone doesn't become an issue.

Expectations: It is expected that you have basic algebra skills and knowledge of linear and quadratic functions. In addition, you need to be familiar with radical, rational, and exponential functions, and general graphing techniques. If your skills are weak, you will be expected to be spending extra time early and perhaps throughout the course to succeed. Some students have spent as much as 4-5 hours daily out of class working on the material. Failure will be a choice you will have to make. Success will be the other option! Choose this option though it may be the harder choice. You can track your progress on the grade tab of Canvas. Important information about the class and links will be on **PAGES** tab in Canvas. Be sure to click on view all pages where there will be links to other resources provided by the instructor including YouTube videos.

Attendance: Daily attendance is **expected** and considered a **necessity** for **passing** this course. It is expected that you **actively participate** in class. Attendance and appropriate participation in class is crucial to your success and will be recorded and rewarded. If you are going to miss a class, I would like to know the reason for the absence prior to the absence. An email will do but if absences become frequent, I will be asking for a conference. Poor attendance is the number one reason for course failures.

Suggestions for success: Many students find that forming peer study groups is very helpful to their success. In addition, there are several other resources: math-tutoring center (Library), YouTube and other websites, and the instructor and his YouTube videos designed specifically for your needs. The key factor is to not get behind. Mathematics is a cumulative subject where new topics depend upon mastery of previous concepts. Finally, read every lesson and work through every example in the textbook in addition to completing the suggested homework problems. Also, each "chapter" will have a test and you will be allowed to use a **3x5 note card** for each test and all four test note cards on the final.

Homework: Homework will be collected regularly, perused, and recorded. Problems that students struggle with will be reviewed in class and/or in YouTube videos. Assignments will be scheduled by chapter and posted on Canvas' Pages and handed out in class. Changes in due dates may occur occasionally and will be stated in class. It is essential that you practice your math and **ASK** for guidance in areas where your understanding is weak. Completion of homework every day **MUST BE** a priority for you!

Grading: Your grade will be based on: the four tests (60%, approximately 15% each); final (30%); homework, participation, attendance, and quizzes (10%). Letter grades based on the overall percentage: 93 A, 90 A-, 87 B+, 83 B, 80 B-, 77 C+, 73 C, 70 C-, 67 D+, 63 D, 60 D-. There will be a Chapter 5 Test the final week of classes and the final is a cumulative test. Each of the four 3x5 note cards that are allowed for each chapter test will be allowed on the final. Plan on making them and keeping them. **There will be multiple opportunities to prove that you have learned the material studied in this course if you happen to stumble on concepts here or there. Not all learners grasp concepts the first or second time introduced to them. The better your attendance the more options you will have. Communicating with the instructor on a regular basis is essential especially if you are having difficulties.**

Additional Notes:

Accessibility and Accommodations: Central Washington University is committed to creating a learning environment that meets the needs of its diverse student body. If you anticipate or experience any barriers to learning, discuss your concerns with the instructor. Students with disabilities should contact Disability Services to discuss a range of options to removing barriers, including accommodations. Disability Services is located in Hogue 126. Call (509) 963-2214 or email ds@cwu.edu for more information.

Sexual Harassment/Equity/Diversity statement: As your instructor, I am committed to creating and sustaining a safe and inclusive environment for learning. I expect you, as students, to share this commitment with me as we have a shared responsibility to treat each other with dignity and respect. Mutual respect and nondiscrimination includes freedom from sexual harassment. CWU policy defines sexual harassment as unwelcome, sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature under particular conditions. Title IX considers sexual harassment to be a form of discrimination. If you experience sexual harassment, or know someone who is being sexually harassed, you are encouraged to report concerns to me, another faculty member or employee, or to Gail Farmer, Equal Opportunity, at [509-963-2206](tel:509-963-2206), farmer@cwu.edu, Bouillon 205. Complete policies are available online at www.cwu.edu/hr.

Academic Dishonesty: Consult university policies ([CWUP 5-90-040\(22\)](#), [CWUR 2-90-040\(22\)](#), and [WAC 106-125-020](#)) for student conduct, cheating, plagiarism, and other academic expectations. CWU's policies and recommendations for academic misconduct will be followed, leading to disciplinary action up to and including failing the course.

Is my absence excused? Excused absences will not lower your overall grade in this class and are determined on a case-by-case basis. Excused absences are those that are both valid and verifiable, e.g. illness, bereavement, and school-related activities. Documentation is required. Excused absences do not include travel for holiday breaks, work, or non-emergency travel delays.

In compliance with RCW 28B.137.010, Central Washington University makes every effort to deal reasonably and fairly with students who, because of **religious obligations**, have conflicts with scheduled exams, assignments or required attendance. Students must present written notice to their instructor within the first two weeks of class listing the specific dates on which accommodations are required. Contact the Dean of Student Success at (509) 963-1515 for further information or questions.