

MAC 2311 Syllabus for Spring 2022

Instructor: Dr. Scott Keeran

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Lecture: MWF 3rd, 4th, 5th

Office Hours: T 5th, 6th; R 4th

Text: We will be using an open source textbook which is of course free and can be accessed from a link on the homepage of Canvas or via this link: <http://bit.ly/2uEmmKF> .

Grades:

A student's grade will be based upon, attendance, in class quizzes, online homework (Xronos), discussion quizzes, and exams in accordance with the table below.

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|---------------------|-----|
| Attendance: | 5% |
| In Class Quiz: | 5% |
| Online Homework: | 10% |
| Discussion Quizzes: | 10% |
| Midterm Exams (3): | 45% |
| Final Exam: | 25% |

Attendance: Attendance will be taken at the beginning of each lecture class. Students who are late will not be given credit for that day. We will drop 5 attendance points at the end of the semester.

In Class Quiz: During the last 5 minutes of every lecture, students will take a short In Class Quiz through Canvas. The quiz opens and closes automatically with the close time corresponding to the end of the lecture period. The quiz focuses on topics covered in the daily lectures. There will be no makeups for missed quizzes however we will drop 5 quiz grades at the end of the semester.

Online Homework: Homework will be assigned through the UF produced homework system Xronos. Xronos is free to UF students and can be accessed through the course's Canvas site. During the course of the semester, online homeworks will be assigned on a routine basis and must be completed within the given time interval. There are no extensions for any reasons; instead a certain number (to be determined at the end of the semester) of homework points will be dropped.

Discussion Quizzes: Every student is scheduled to attend a weekly discussion session. With the exception of the first week of the semester, a quiz will be given at the end of each discussion to insure that the student is keeping current with lecture topics. You must be present at the beginning of the class in order to take the quiz. Please read the policy below regarding makeups. Two quiz grades will be dropped at the end of the semester to compensate for absences.

Exams: During the semester we will have three mid-term exams and a final. For the midterm exams, approximately 65% of the points will come from multiple choice questions with the final 35% of the exam based upon free-response problems; the final exam will consist solely of multiple choice questions. The mid-term exams are 90 minute exams which begin at 8:30 in the evening and the times and dates will be announced when available. The final exam time and date will be announced when available and the exam must be taken at the assigned time. Makeup tests will only be given in cases of documented illness or for students participating in official University events (please see below). All makeup exams will be given on Wednesday, April 20th, at 5:10 pm.

A student's final grade is based upon a standard grading scale:

A : 90 % or above
B⁺: 87 % or above
B : 80 % or above
C⁺: 77 % or above
C : 70 % or above
D⁺: 67 % or above
D : 60 % or above
E : below 60 %

Please note that a student's final grade is EARNED and NOT GIVEN and this grade is not rounded upward.

Additional Topics:

Attendance is mandatory if a student wishes to master the subject and the student is responsible for all announcements and lecture material covered in class. It is the responsibility of the student to be present during examinations and it is imperative for students to complete all graded assignments in order to perform well on the exams. Academic dishonesty in any form will not be tolerated and will be treated in accordance with the policies of the University of Florida. During the course of the semester we will cover material from chapters 2, 3, 4, and 5.

In order to minimize the volume of e-mail correspondence, students are highly encouraged to communicate with the instructor during class or during office hours.

For a complete explanation of current policies for assigning grade points, refer to the UF undergraduate catalog:
catalog.ufl.edu/ugrad/regulations/info/grades.aspx
catalog.ufl.edu/ugrad/regulations/info/grades.a

NOTE: We will not review disputed points at the end of the semester. All grade concerns must be settled within one week of the return of the paper.

Make-up Policy UF Attendance Policies - UF has outlined acceptable reasons for absence from or failure to participate in class at <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>. Following these guidelines students are allowed a reasonable amount of time to make up the missed assessments from during class time. In our course this only covers assembly exams and discussion quizzes. The class policy is outlined for both assembly exams and discussion quizzes below.

Make-up Exams - Students who miss an exam due to illness, severe family emergency, and/or severe weather as outlined in the UF Attendance Policies and wish to makeup the exam must contact their instructor through the Dean of Students office CARE team at <https://care.dso.ufl.edu/instructor-notifications/> with appropriate documentation. Once the instructor receives notice from the CARE team covering the dates during which the exam took place the student will be signed up by their instructor to take the makeup exam.

Students who miss an exam due to other reasons as outlined in the UF Attendance Policies must contact their instructor through email or in person at least ONE WEEK prior to the given exam.

Make-up Discussion Quizzes - Students who miss a discussion quiz due to illness, severe family emergency, and/or severe weather as outlined in the UF Attendance Policies and wish to makeup the exam must contact their instructor through the Dean of Students office CARE team at <https://care.dso.ufl.edu/instructor-notifications/> with appropriate documentation. Once the instructor receives notice from the CARE team covering the dates during which the discussion quiz took place the student will be signed up by their instructor to take the makeup discussion quiz.

Students who miss a discussion quiz due to other reasons as outlined in the UF Attendance Policies must contact their instructor through email or in person at least ONE WEEK prior to the given discussion quiz.

Quiz makeups will take place on the following days of the Spring 2022 semester: Tuesday, January 25th; Tuesday, February 22nd; Tuesday, March 29th; and Tuesday, April 19th. They will take place during periods 6 and 7 (12:50 - 2:45). Room TBD.

Free Help In addition to attending your discussion section regularly and visiting your discussion leader, lecture, or the course coordinator, during their office hours, the following aids are available.

- The Math Help Center in Little 215 is open for drop-in assistance with homework Monday through Friday from 9:30 to 4:00. It is staffed by mathematics graduate students and undergraduate assistants. Please note that this space is not designed for intense one-on-one tutoring, but rather as a resource for quick questions and explanations. You should not expect the staff to help you if you have not at least begun your homework and have specific questions. Moreover, they absolutely will not assist you with quizzes or any other such work.
- The Teaching Center Math Lab, located in SE Broward Hall, is a tutorial service staffed by trained math and science students to provide help with your calculus questions and homework. Tutors will be glad to provide guidance on specific problems after you have attempted them on your own. You may want to attend different hours to find tutors with whom you feel most comfortable. You can also request free one-on-one tutoring.

The math lab also offers a more structured tutoring program for MAC 2311, called **supplemental instruction**. A tutor, assigned specifically to MAC 2311, provides weekly help sessions. More details will be provided in lecture.

In addition, the Broward teaching center tutors hold reviews on the evenings before each exam. They also provide videos of review and sample test problems. Check the webpage, teachingcenter.ufl.edu, for a map of the location, tutoring hours, and test review dates and locations. **All students are encouraged to use the teaching center.**

- Office of Academic Support offers free one-on-one and small group tutoring sessions to UF students. See <http://oas.aa.ufl.edu/tutoring.aspx> for details.
- Textbooks and solutions manuals are located at reserve desks at Marston Science Library.

- Private Tutors: If after availing yourself of these aids, you feel you need more help, you may obtain a list of qualified tutors for hire at www.math.ufl.edu. Search "tutors".
- The Counseling Center has some informative information on developing math confidence. Go to <http://www.counseling.ufl.edu/cwc/DevelopingMath-Confidence.aspx> for information on math confidence and information on joining the Academic Confidence Group.

Calculators Calculators are **NOT** permitted on exams and discussion assignments. Please avoid using a calculator on homework as it will not help you prepare for the exams.

Students with Learning Disabilities Students requesting class and exam accommodations must first register with the Dean of Students Office Disability Resource Center (DRC), www.dso.ufl.edu/drc/. That office will provide a documentation letter via email to your instructor. This must be done as early as possible in the semester, **at least one week before the first exam**, so there is adequate time to make proper accommodations.

Academic Honesty Guidelines All students are required to abide by the Academic Honesty Guidelines which have been accepted by the University. The academic community of students and faculty at the University of Florida strives to develop, sustain and protect an environment of honesty, trust, and respect. Students are expected to pursue knowledge with integrity. Exhibiting honesty in academic pursuits and reporting violations of the Academic Honesty Guidelines will encourage others to act with integrity. Violations of the Academic Honesty Guidelines shall result in judicial action and a student being subject to the sanctions in paragraph XIV of the Student Code of Conduct. The conduct set forth hereinafter constitutes a violation of the Academic Honesty Guidelines (University of Florida Rule 6C1-4.017).

The Mathematics Department expects you to follow the Student Honor Code. We are bound by university policy to report any instance of suspected cheating to the proper authorities. You may find the Student Honor Code and read more about student rights and responsibilities concerning academic honesty at the link www.dso.ufl.edu/sccr/.

In addition, we remind you that lectures given in this class are the property of the University/faculty member and may not be taped without prior permission from the instructor and may not be used for any commercial purpose. Students found to be in violation may be subject to discipline under the Student Conduct Code.

Evaluations Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.