Instructor Information

Instructor: Robert Habimana
Office: IT Building 409 A
Mailbox: 409 A
Office Hours: Tuesday & Thursday: 9:00AM – 10:30AM and 5:00 PM – 6:00 PM or by appointment
Phone: 501 – 812 - 2764
Email: rhabimana@uaptc.edu

*All emails and telephone calls will receive a response within two business days.

Chair: Denise Hammett (501)812-2874 dhammett@uaptc.edu
Dean: Dr. Marico Bryant Howe (501)812-2342 mbryanthowe@uaptc.edu

*If your emails and telephone calls do not receive a response within two business days, the appropriate chain of command is above.

Course Information

Delivery Method: This course is taught in person. The instructor is physically in the classroom and delivering content in a face-to-face format for ALL meetings of the class. We may make use of computers, internet, or other electronic media in the classroom on any given day. Students may be directed to online material provided by the publisher, or to other internet accessible sources as part of their course work. Students may be expected to work in groups and to make project presentations.

Class days and times

Monday/Wednesday 6:00PM – 7:15PM

Catalog Description

3 Credit Hours (3 hours lecture per week)

This course includes, but is not limited to, the following concepts when working with various types of functions: 1) derivatives – limits, continuity, slopes, rates of change, definition of derivative, derivatives as rates of change, techniques for finding derivatives and non-differentiable functions; 2) integration – anti-derivatives, indefinite and definite integrals and techniques for finding integrals. Applications include graphing functions using derivatives and optimization. Emphasis is on applied problems in the
management sciences and economics.

A TI-83 or TI-84 graphing calculator is required for this course and requires an online learning component.

PREREQUISITE: Students enrolled in MATH 1308 must meet one of the following requirements:
- MATH 1302 (College Algebra) with a grade of "C" or better
- MATH 1300 (Mathematical Reasoning with a grade of "C" or better
- A score of 26 or higher on the mathematics section of the ACT
- A score of 70 or above on the COMPASS Algebra Placement Test
- A score of 86 or above on the Accuplacer College Math Placement Test

Course Materials

Disclaimer: UA-PTC will not guarantee materials purchased anywhere other than the UA-PTC bookstore. The purchase of codes for the online environment should be purchased through the UA-PTC bookstore or directly when registering for the online environment by following the instructions supplied by your instructor. Please take a picture of your code for safe keeping as lost codes cannot be replaced.

Required Materials:
Calculator: A TI-83 or 84 calculator is required for the course.

If you have been awarded financial aid but have not received funds, you can take your schedule down to the UA-PTC bookstore and they will charge your books to your account. This will allow you to purchase your book early and will alleviate you getting behind this semester.


Free Tutoring is offered on both UA-PTC south and main campus. Information provided at http://www.uaptc.edu/footer-navigation/tutoring-center

MLP Technical Support: If you are unable to install the necessary software and plug-ins or the program is not running properly, you may contact the MyMathLab Student Support Line at: 1-800-677-6337 Monday-Friday, 12 pm to 8pm. (All times are Eastern Standard Time.)

Do not contact the UA-PTC IT services department for assistance with MLP issues. Please be sure to contact the 1-800 number that was provided above.

Student MyLabsPlus Access

MyLabsPlus Web Address: http://pulaskitech.mylabsplus.com/ or you can also access the MLP link in UA-PTC’s Portal.
• **Student MyLabsPlus Username**: The first two letters of your first name, your entire last name, and the last four digits of your student ID.

• **Student MyLabsPlus Password**: Ptcmmddyyyy (this is the letters “Ptc” and your birthdate)

  > *If you have previously used MLP with UAPTC, you will need to use that password instead.*

Once you’re logged into MyLabsPlus,

1. You will be prompted to accept the terms of the Pearson User License Agreement and Privacy Policy. Click **I Accept** once you have read the terms of use.

2. You will be prompted to enter the access code that you received with your book. **If you have already purchased the book, chose “Access Now”**.

3. If you do not have a code, you will choose “Pay Later”. This will give you **14 days of Temporary Access**, which will begin on the day you **registered** in the course. This means that the temporary code could expire at different times for each student since it is based upon the date each student registers into the system. You will need to purchase your book before the temporary access code expires or you will be locked out of MyLabsPlus and you will not have access to your work which could result in zeros on assignments that were missed. **DO NOT loose your access code once you have purchased it. You will not be able to enter it until the temporary access code expires.**

If you have trouble logging in, entering your code or experience issues with not being able to access the course, please contact the Chair of the department. Her name is Denise Hammett and her email is **dhammett@uaptc.edu**. Please send as much information as you can about the situation including screen shots along with a good working phone number, your username and birthdate.

**Mission Statement**

University of Arkansas – Pulaski Technical College provides access to high-quality education that promotes student learning and enables individuals to develop to their fullest potential.

**Institutional Learning Outcomes and General Education**

UA-PTC supports a college-wide institutional learning assessment program which concerns effective instructional methods and promotes student learning achievement by assessing:

1. Information Literacy
2. Technology Literacy
3. Communication
4. Critical Thinking
5. Quantitative Reasoning
6. Cultural Awareness
7. Professionalism

For more information, please consult the following website: https://uaptc.edu/sla

Department / Program Learning Outcomes

The mission of the math department is to prepare students with the mathematical knowledge and understanding necessary for students to accomplish their educational goals. The math department aims to teach, advise and consult on any mathematical related matter whether a student wishes to successfully transfer to a four year college, gain entrance into the workforce, enhance their personal skills or further their lifelong learning pursuit.

Upon successful completion of the required math courses,

DLO #1: Students will demonstrate the ability to use symbolic, graphical, numerical and written representations of mathematical ideas.
DLO #2: Students will use mathematical reasoning and, when appropriate, a general problem solving process to solve problems.
DLO #3: Students will learn mathematics through modeling real-world situations.
DLO #4: Students will use appropriate technology to enhance their mathematical thinking and understanding, solve mathematical problems, and judge the reasonableness of their results.

Student Learning / Course Outcomes

SLO #1: Students will calculate rates of change and limits; know the definition of a limit.
SLO #2: Students will calculate the derivative of a function using the definition, differentiation rules and formulas.
SLO #3: Students will recognize functions that are not differentiable.
SLO #4: Students will apply various techniques of integration. Evaluate indefinite and definite integrals using the various techniques of integration.
SLO #5: Students will use differentiation and integration techniques to solve problems in the management sciences and economics; use the calculator to solve these problems.

Policies

Report a Complaint or Concern

UA-PTC takes very seriously complaints and concerns regarding the institution. Most complaints or concerns of a specific nature should be initiated and resolved at the campus level through normal college processes whenever possible. UA - Pulaski Technical College receives
and resolves complaints using a variety of methods. To report a complaint or concern, please follow the link below.

https://www.uaptc.edu/report-a-concern-complaint

**UA-PTC Attendance Policy**

Education at UA-PTC requires students’ active involvement in the learning process. Thus, students are expected to attend all classes and actively engage in all learning assignments and/or opportunities provided in their classes. Class attendance should be treated as mandatory by all students as attendance will be taken by all instructors during the first two weeks of class.

**Departmental Attendance Policy**

Agencies granting financial assistance may be notified of the violation of the attendance policy by students receiving financial aid.

Attendance is taken starting the first day of the semester and throughout the semester. Teachers have the right to count students as absent if they arrive late to class, leave class early, or go in and out of the classroom during class time. Teachers have the right to lower a student's grade based on excessive absences as outlined in the syllabus for the course. Instructors set the attendance policy for courses and students must follow those policies.

Any student who does not attend class before the roster certification date will be considered a “no show” according to the campus attendance policy and will be reported as such and dropped from the class. Students who were dropped because they had not attended class, will not be allowed back into the course during that specific term; refunds are automatically added to the student’s account for being reported as Never Attending a class. Instructors set the policies for counting students as “no shows” in the online environment and it is the student’s responsibility to follow those policies.

Regular and consistent attendance should be maintained in order to be successful in this course. Excessive tardiness and/or absences are considered discourteous to the instructor and the learning environment and can be a detriment to successful course completion. Students who are absent for any portion of a class session miss important information from lectures, class discussions, handouts and assessments, and can easily fall behind on the material. As mastery is a basis for progression, students will need to be present each day for the entire class session. Following an unavoidable absence, the student has the responsibility for completing all activities missed as allowed by the instructor. Instructors in the online environment establish the attendance policies and the requirements for success and it is the student’s responsibility to adhere to those policies.
**Drop Date:** The last day to drop a course or withdraw from the college is **Wednesday, April 17, 2019.** A student should consult with their instructor and financial aid (if applicable) before submitting a drop form. A student can request to drop or withdraw by visiting the student services office on any campus or by submitting a written, faxed request. Faxed requests can be sent to (501) 812-2316 and must contain the student’s name and student ID number, a statement of which course you wish to drop or a statement that you are withdrawing from all courses, your signature, and a copy of your state-issued photo identification. Instructors do not have an administrative drop option and cannot drop students from courses; it is entirely the student’s responsibility to complete the process if they wish to drop from the course.

**Course Policies**

The UA-PTC Catalog rules and regulations will be enforced in this course at all times.

Please consult the following website for more information: [https://www.uaptc.edu/catalog](https://www.uaptc.edu/catalog)

Professional behavior is required. Punctual attendance and intelligent participation are expected. Particulars, as determined by the instructor, are detailed in the paragraph(s) below.

Appropriate behavior is expected for all communications, including any notes, email messages, or telephone conversations. Some guidelines for communication are included in this syllabus to help you.

**Campus Visitors Policy:** Classrooms and laboratories are restricted to currently enrolled students only. Visitors are not allowed in any classroom or laboratory where a scheduled course is being taught. At no time are children allowed in the classroom during times when scheduled courses are being taught. Additionally, when it is necessary to bring children to campus, they may never be left unattended. At all times, children remain the sole responsibility of the parent.

**Incomplete:** The requirements for awarding a grade of incomplete, “I” can be found in the College Catalog on page 31 by using the following link: [https://www.uaptc.edu/catalog](https://www.uaptc.edu/catalog)

**Math Department Chair:** Denise Hammett, dhammett@uaptc.edu. The department chair may be contacted as a next point of contact. The department chair will not overturn decisions made by the instructor based upon the policies or requirements of the syllabus.

**Classroom policy:** Appropriate adult behavior is expected. Be on time and stay for the entire class time. If you may have to be late or leave early, you must inform the instructor. I expect each student to participate in classroom activities. Use of proper language is expected (no foul language).

**Cell Phones:** Please turn cell phones on vibrate mode during class time. Texting during class or doing other things on your phone or tablet or smart watch during class not related to the course is not a good idea as concepts being taught will be missed. No cell phone or other electronic devices (other than graphing calculator) can be used during tests.
**Grading Policy**

Letter grades will be based on the following scale:

- 90 to 100%  A
- 80 to 89%  B
- 70 to 79%  C
- 60 to 69%  D
- 0 to 59%  F

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes &amp; Group Work</td>
<td>5%</td>
</tr>
<tr>
<td>Homework</td>
<td>20%</td>
</tr>
<tr>
<td>Regular Tests</td>
<td>50%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>25%</td>
</tr>
</tbody>
</table>

(Student will receive an F for the course for failure to take final exam)

Course Average will be calculated as follows:

\[
\text{Overall Grade} = (\text{Quizzes & Group Work Avg} \times 0.05) + (\text{Homework Avg} \times 0.20) + (\text{Regular tests Avg} \times 0.50) + (\text{Final Exam Avg} \times 0.25)
\]

* Instructors have one week to provide feedback and post grades for all assignments unless otherwise noted by a departmental policy that has been approved by the Dean of the School.

In an online class, eligibility for Financial Aid is based on student participation. Logging into the course does not constitute participation. For purposes of roster certification, students must complete a gradable attendance artifact.

**Make-up Policy**: Tests that are missed cannot be made up. **If one test is missed for any reason, the grade on it will be 0 until the end of the semester when the final exam percentage will be used as the score on that missed test.** If more than one test is missed, the grade on the second missed test will remain a 0. Arrangements can be made to take a test at a different time if the instructor is notified in advance by the student and there is a legitimate reason for rescheduling (examples would be: surgery, National Guard training, funeral, jury duty, etc.). **Any arrangement must be made before the day and time of the scheduled test. Exceptions on a case by case basis to be determined by the instructor.**

**Homework**: All homework will be worked in MyLabsPlus. MyLabsPlus will keep track of your homework grade which will be used in calculating your total grade. To be successful in the class, all homework needs to be worked. **You are allowed to rework the homework**
assignments for extra practice and for a higher score (up to 100%) as many times, as you like until the due date. Please be responsible and do assignments by the Due Date shown in MyLabsPlus. **Homework will count as 20% of your total grade.**

**Tests** – Six tests worth 100 points each will be given. **At the end of the semester, the final exam percentage will be used to replace the lowest of these test scores if the final exam percentage is higher.**  
**Tests will count as 50% of your total grade.**

**Final Exam** – There will be a two hour comprehensive, paper/pencil final exam. A study guide will be given to help students prepare.  
**The final exam will count as 25% of your total grade.**

**Academic Integrity**

It is expected that all students who attend UA-PTC conduct themselves in a manner appropriate for the college experience. Academic integrity is a vital component of collegiate behavior. The UA-PTC catalog states, “The gaining of knowledge and the practice of honesty go hand-in-hand.”

The catalog also states, “The responsibility and authority of initiating discipline arising from violations of the rules against dishonesty during the process of the course are vested in the instructor of that course.”

The complete Academic Integrity Policy is in the UA-PTC code of conduct.  
[https://www.uaptc.edu/catalog](https://www.uaptc.edu/catalog)

**CHEATING**

a) Copying from another student’s test paper.  
b) Using any unauthorized assistance in taking quizzes, tests or examinations.  
c) Possession during a test of materials that are not authorized by the person giving the test, such as class notes or specifically designed “crib notes,” or any other device or technology that would aid in cheating.  
d) Dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out assignments.  
e) The acquisition, without permission, of tests or other academic material belonging to a member of the UA - Pulaski Technical College faculty or staff.  
f) Aiding and abetting another person in committing any form of academic dishonesty.

**PLAGIARISM.**

Plagiarism Defined: Offering the work of another person as one’s own without proper acknowledgment is plagiarism. Therefore, any student who fails to give appropriate credit for ideas or material he or she takes from another, whether fellow student or a resource writer, is
guilty of plagiarism. This includes downloading or buying papers from the Internet and cutting and pasting from the Internet without proper acknowledgment.

OTHER

a) Making, possessing or using any falsified college documents or records; altering any college document or record, including identification cards.
b) Knowingly providing false information to college officials, including disciplinary meeting bodies. Passing insufficient funds checks or fraudulent money orders in payment of any financial obligations to the college.
c) Falsely claiming to represent the college or a registered student organization of the college.

Procedure for Discipline of Cheating and Plagiarism: The responsibility and authority of initiating discipline arising from violations of the rules against dishonesty during the process of the course are vested in the instructor of that course. 108 CODE OF STUDENT CONDUCT PENALTY If, in the judgment of the instructor, cheating or plagiarism has occurred, the penalty assessed could be a grade of “F” in the course. The instructor will notify the student of his or her decision concerning the student’s grade. Students should understand that offenses of cheating may also subject the offenders to disciplinary action. The Dean of Student Affairs or his or her designee shall determine if disciplinary action is warranted.

FILING REPORT

In every instance, the instructor will prepare a report indicating the nature of the cheating/plagiarism incident and the student’s grade in the course. The instructor will retain one copy of the report and send another copy to the appropriate dean. The dean will forward information concerning the incident to the Dean of Student Affairs.

STUDENT RIGHTS

Students have due process rights with regard to cheating and plagiarism violations. Students wishing to appeal a grade related to cheating or plagiarism should follow the Academic Due Process procedures outlined in the Academic Catalog. Students wishing to appeal disciplinary sanctions should follow procedures outlined in the Disciplinary Procedures section of the Academic Catalog. Once an instructor has determined that academic dishonesty has occurred, the accused student may not withdraw from or drop the course. The student must appeal the grade given by the instructor by completing the Academic Due Process procedures.

Accommodation Policy

Services for Students with Disabilities: UA-PTC is committed to fulfilling all federal requirements as stated in the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the American with Disabilities Amendments Act (ADAAA) of 2008. Accommodations are available to students who have documented disabilities. Students who request accommodations must register with the Disability Services Office (Main Campus: 501-812-2738 or South Campus: 501-812-2862) and must provide current and relevant documentation.

Students requesting accommodations should inform the instructor at the beginning of the course or as soon as accommodations are approved. It is the student’s responsibility to provide their
Accommodation Letter to the instructor. Accommodations are not retroactive and will only be provided once your instructor receives the Accommodation Letter.

**Student Code of Conduct**

All students are expected to abide by the UA-PTC Student Code of Conduct. For the full Student Code of Conduct, access the most current version of the UA-PTC Academic Catalog. [https://www.uaptc.edu/catalog](https://www.uaptc.edu/catalog)

**Sexual Misconduct**

No person at UA-Pulaski Technical College will, on the basis of gender, be excluded from participation in, be denied benefits of, or be subjected to sex discrimination, sexual harassment or sexual misconduct under any education program or activity. All college administrative policies and procedures regarding sex discrimination, sexual harassment, and sexual misconduct are in compliance with Title IX. Students who feel they are victims of sexual misconduct should contact the UA-PTC Title IX Deputy Coordinator for Students:

Michelle Anderson, Director of Student Life and Leadership  
Campus Center Building Room 216  
501-812-2756  
manderson@uaptc.edu

**Course Evaluations**

Students may be asked to evaluate their instructor and course near the end of the semester. These student evaluations are very important to the improvement in the quality of instruction and course materials. All results are anonymous and shared with the faculty only after the semester is over and grades have been posted.

**Information Literacy**

UA-PTC is committed to the Information Literacy Competency Standards for Higher Education as established by the Association of College and Research Libraries and endorsed by the National Forum on Information Literacy. Therefore, all courses will incorporate an information literacy component so that, by graduation, all students will be able to recognize the need for information, then locate, evaluate, synthesize, and communicate information in an ethical manner. Information literacy encompasses critical thinking, research, media, technology, health, business, and visual literacy skills to produce lifelong learners who can make informed decisions in the workplace and in their personal lives.
# Tentative Course Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Mth</th>
<th>Day &amp; Date</th>
<th>Material Covered</th>
<th>Week</th>
<th>Mth</th>
<th>Day &amp; Date</th>
<th>Material Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Jan</td>
<td>M-7</td>
<td>No Class</td>
<td>10</td>
<td>Mar</td>
<td>M-11</td>
<td>2.5</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W-9</td>
<td>Introduction/Syllabus/MylabsPlus</td>
<td></td>
<td></td>
<td>W-13</td>
<td>2.6</td>
</tr>
<tr>
<td>2</td>
<td>Jan</td>
<td>M-14</td>
<td>Review 4, 1.1</td>
<td></td>
<td></td>
<td>M-18</td>
<td>Spring Break</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W-16</td>
<td>1.2</td>
<td></td>
<td></td>
<td>W-20</td>
<td>Spring Break</td>
</tr>
<tr>
<td>3</td>
<td>Jan</td>
<td>M-21</td>
<td>No Class–MLK Holiday</td>
<td>11</td>
<td>Mar</td>
<td>M-25</td>
<td>Test 4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W-23</td>
<td>1.3</td>
<td></td>
<td></td>
<td>W-27</td>
<td>3.1</td>
</tr>
<tr>
<td>4</td>
<td>Jan</td>
<td>M-28</td>
<td>1.4</td>
<td>12</td>
<td>Apr</td>
<td>M-1</td>
<td>3.2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W-30</td>
<td>Test #1</td>
<td></td>
<td></td>
<td>W-3</td>
<td>3.3</td>
</tr>
<tr>
<td>5</td>
<td>Feb</td>
<td>M-4</td>
<td>1.5</td>
<td>13</td>
<td>Apr</td>
<td>M-8</td>
<td>3.4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W-6</td>
<td>1.6</td>
<td></td>
<td></td>
<td>W-10</td>
<td>Test 5</td>
</tr>
<tr>
<td>6</td>
<td>Feb</td>
<td>M-11</td>
<td>1.7</td>
<td>14</td>
<td>Apr</td>
<td>M-15</td>
<td>4.1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W-13</td>
<td>1.8</td>
<td></td>
<td></td>
<td>W-17</td>
<td>4.3 (Drop Date)</td>
</tr>
<tr>
<td>7</td>
<td>Feb</td>
<td>M-18</td>
<td>Test 2</td>
<td>15</td>
<td>Apr</td>
<td>M-22</td>
<td>4.4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W-20</td>
<td>2.1</td>
<td></td>
<td></td>
<td>W-24</td>
<td>Test #6</td>
</tr>
<tr>
<td>8</td>
<td>Feb</td>
<td>M-25</td>
<td>2.2</td>
<td>16</td>
<td>Apr</td>
<td>M-29</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>W-27</td>
<td>2.3</td>
<td></td>
<td></td>
<td>May</td>
<td>Review for Final Exam</td>
</tr>
<tr>
<td>9</td>
<td>Mar</td>
<td>M-4</td>
<td>Test #3</td>
<td>17</td>
<td>May</td>
<td></td>
<td>Finals Week</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W-6</td>
<td>2.4</td>
<td></td>
<td></td>
<td></td>
<td>May 4th – 10th</td>
</tr>
</tbody>
</table>

**Final Exam Schedule:** **Wednesday, May 8th, 6:30 pm – 8:30 pm**

Disclaimer: This schedule is a guide for the semester. The instructor reserves the right to amend the schedule as necessary.
Course Agreement Form

Read, complete, and return to instructor:

I have read the course syllabus for Robert Habimana’s Business Calculus class at UA-Pulaski Technical College, and I understand its content. I also understand the rules for the class, and I will follow and abide by these rules, including those relating to attendance, assignments, grading criteria, plagiarism, and behavior.

Attendance and active participation are required for success in this course. Additionally, I understand that my attendance may be submitted to college officials and reported to financial aid authorities.

I understand that Instructors cannot drop me from a course after the roster certification date if I have attended. However, I also understand that it is expected for success that I attend all courses and participate. I am responsible for my learning and success and not the instructor. Roster certification is normally around 7-10 days into the semester (2-3 days for summer courses).

I understand that the final exam is a paper/pencil exam given under a proctored environment during final exam week and cannot be given early. In the face to face sections, the final exam is given in the classroom on the campus where the class is schedule for the semester.

________________________________________________________________________

Semester

________________________________________________________________________

Date

________________________________________________________________________

Print name

________________________________________________________________________

Signature

________________________________________________________________________

UA-PTC Email address

________________________________________________________________________

Telephone