

## Math 109: Winter 2023 (Online) Course Description

**Instructor:** Erica Billingsley  
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**Office:** COHH 4129 (WKU - Main Campus)  
**Office:** Room 218 (WKU – Glasgow Campus)

**This course is an online course. All content will be delivered through Blackboard by pre-recorded video lectures. You need access to a computer, printer, and scanner (or a scanning application).**

**Office Hours:** Offered daily through Zoom, times flexible

**Description:** Math 109 (General Math) is a terminal math course for students whose majors do not require the study of algebra. This course satisfies the Quantitative Reasoning requirement of the Foundations category for the WKU Colonnade Program. It meets the following objectives:

- 1) Interpret information presented in mathematical and/or statistical forms.
- 2) Illustrate and communicate mathematical and/or statistical information symbolically, visually, and/or numerically.
- 3) Determine when computations are needed and execute the appropriate computations.
- 4) Apply an appropriate model to the problem to be solved.
- 5) Make inferences, evaluate assumptions, and assess limitations in estimation modeling and/or statistical analysis.

**Text/Supplies:** I will be supplying the needed textbook materials for this course. Computer access is required to access the daily videos and other posted materials on the Blackboard Site. Access to a printer and scanner is highly recommended. Any scientific calculator is fine. Paper and pencil.

**Typical daily expectations:** Pre-recorded video lectures will become available at 8:00 AM. These video lectures will total approximately 1 hour – 1 hour 15 minutes each day. The videos will remain posted the remainder of that calendar day (Central Standard Time). Companion guided notes will be posted to Blackboard. These Note Packets need to be printed. I will maintain a daily Zoom call for a minimum of one hour for students to join if additional help is needed. The Zoom call time is flexible based on student needs. **Each student must check-in daily** to provide feedback concerning the content presented that day and their personal progress in the class. This check-in can be completed by either joining the Zoom call that day, or by email to [erica.billingsley@wku.edu](mailto:erica.billingsley@wku.edu). It is the student's responsibility to initiate the daily check-in.

**Daily Announcements:** I will post announcements daily on Blackboard. These announcements will contain information concerning the Note Packet pages that are covered that day, recommended exercises to practice, updates concerning assignments and deadlines. It is vital that you develop the habit of checking Blackboard several times a day. I recommend that you keep a personal calendar/schedule for the class. This is a full semester course that is compressed into 5 weeks. The content moves quickly.

**Attendance:** Attendance will be taken daily using Blackboard statistics reports. Attendance counts as 25% of your final grade. The attendance average will be a straight percentage calculated by (days attended based on Blackboard Statistics Reports) / (total scheduled class days for the course).

**Daily Check-In:** A daily check-in, either by participating in the Zoom Office Hours or by sending an email directly to me: [erica.billingsley@wku.edu](mailto:erica.billingsley@wku.edu) is required. The purpose of this check-in is to provide me feedback concerning your progress each day. This is an opportunity to get extra clarification, get homework help as needed, and anything else that you need. Daily Check-Ins count 10% of your final grade.

**Homework Sets:** There will be approximately 12 Homework Sets assigned. These Homework Sets will be posted in the Content Section of Blackboard. An announcement will be made on Blackboard with the due date. Generally, one day is allowed for you to complete each Homework Set. The due date is firm. **NO Homework Sets will be accepted late.** Homework Sets must be scanned and emailed to me before the deadline. My email is: [erica.billingsley@wku.edu](mailto:erica.billingsley@wku.edu). The average of the Homework Sets counts 20% of your Final grade.

**Unit Tests:** A test will be given after each Unit has been covered. There will be approximately 5-6 unit tests. Each test will be posted in the Content Section of Blackboard. An announcement will be made on Blackboard with the due date. You are to print the test off, complete it, and email your completed copy to me before the deadline. Generally, one day is allowed for you to complete each Unit Test. The due date is firm. **NO Unit Test will be accepted late.**

**Grading:** Little credit is awarded unless *supporting work is shown*.

### Final Grade Calculation

The final grade is calculated using the following weighted scale:

Attendance:	25 %
Daily Check-Ins	10%
Homework Sets:	20%
Unit Tests:	45%
Total:	100%

Grades are assigned from the weighted average according to the following percentages:

A: 90-100
B: 80-89
C: 70-79
D: 60-69
F: 59 and below

**WKU Disability Policy:** In compliance with university policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Office for Student Disability Services, DUC A201. The OFSDS telephone number is 270 745-5004 V/TDD.

Please DO NOT request accommodations directly from the professor or instructor without a letter of accommodation from the Office for Student Disability Services.

**Title IX, Discrimination, Harrassment:** Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's Title IX Sexual Misconduct/Assault Policy (#0.2070) at <https://wku.edu/eoo/documents/titleix/wkutitleixpolicyandgrievanceprocedure.pdf> and

Discrimination and Harrassment Policy (#0.2040) at

[https://wku.edu/policies/hr\\_policies/2040\\_discrimination\\_harassment\\_policy.pdf](https://wku.edu/policies/hr_policies/2040_discrimination_harassment_policy.pdf)

Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Andrea Anderson, 270-745-5398 or Title IX Investigators, Michael Crowe, 270-745-5429 or Joshua Hayes, 270-745-5121.

Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are "Responsible Employees" of the University and MUST report what you share to WKU's Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU's Counseling and Testing Center at 270-745-3159.

**NOTE:** This syllabus is subject to revision until the first day of class for a given school term.