

Instructor: Dr. Bill Kiele, Email wkiele@uccs.edu, I check email OFTEN. It is your best way to reach me.

Office Phone. I forget the number and I forget to check voice mail because I will be there only four hours per week.

Office Hours: (you can get tutoring or shoot the breeze during that time) **ENGINEERING 289**

- 12:30 – 1:30 PM, then 3:10 – 4:10 PM Mon and Wed. Unless I'm sick or there's a bona fide emergency, I'm there. All other times by appointment. I reserve Tuesdays and Thursdays for other life events.

Prerequisites: Math 105, OR successful placement into Math 135 on the MyMathTest online placement exam.

- **Section 135-004** (22591) **meets MWF 1:40 – 2:55 PM (75 mins)**
- **Classroom ENGINEERING 107**

Course Text: Essential Calculus—Early Transcendentals, Stewart

Web Course Administrivia: <https://bb.uccs.edu> is the web link to get to Blackboard, which I will depend on to provide course announcements, **HOMEWORK**, supplemental course materials and web links, and to send email to you. Add the link to your Favorites in your browser. We'll talk about login procedures in class, but the login tutorial link looks pretty straightforward to me.

- If you are a student who added my section after the first day of class, then I will need to be reminded to add you to my list of students. The system WILL include you within a few days of you being officially enrolled.
- **Those students who enrolled to take the class online** will find the Class Live window inside the "Chat" button, along with a tutorial.

Attendance Policy: I am required to document people who sign up for the course but don't show up, and I'm required to identify the Last Day attended by any student who earns a failing grade. The only way I know how to meet my required duties is to take roll fairly regularly.

- **If you know you will miss class for a good reason, please email me in advance. If not possible, please email me as soon as possible.** It's polite.
- Keep an eye on the Census Date and the Last Day to Drop Without Special Permission from the Dean. They are in the Bulletin and on the UCCS Home Page, and both dates might be of great importance to your GPA and choice of major.

Classroom Conduct: See the UCCS Bulletin for Student Rights and Responsibilities. Seeking to become a professional entails the acceptance of certain protocols while in training. I'm pretty old-school: I will address you by Mr or Ms in classroom settings. I will maintain a positive, caring and professional classroom environment. We might even have fun. Inappropriate comments or conduct will be challenged on the spot. You will be treated respectfully and impartially all times.

Accommodations for Special Needs: The office is tackily named, but Disability Services is the place to go if you need special accommodations for seating, services, and even special testing conditions. "If you have a disability for which you are requesting an accommodation, you are encouraged to contact Disability Services within the first week of classes." Contact information: Main Hall, Room 105, 719-262-3354, dservice@uccs.edu

Children in the Classroom:

It is difficult to see any situation short of a dire emergency that would warrant the bringing of children into a crowded classroom. Nonetheless, should a dire emergency arise (**ill children is not one of them, as they pose a health risk to persons with low immune or high autoimmune response**), please make every effort to call or email me in advance. We'll work out an alternate attendance period for you for that lesson, or a special tutoring session in which your child(ren) can come with you. You can be assured I like children, and I consider you getting the lesson you need equally important. I also don't want you leaving your children in the car while you come to class, so let's find a sensible strategy.

Emergency Class Postponements: Cancellation of classes on graded event days will result in postponement of the graded events. If I think we need an extra day to get our brains back on the material (say, after a weeklong closure), I'll make sure we do what's necessary so that you're ready again. On days when a graded event is not scheduled, I'll look at the syllabus and decide how essential the missed topic was and make needed adjustments. **Any adjustments to the syllabus will be posted to the website.**

Testing Policy:

- **Tests** are major events and cannot be ignored. The probability of being excused after the fact is small, though I've seen situations that warranted the offer of a makeup. I write different versions as needed, and the differences are significant. Makeups will be taken at the Testing Center in Main Hall, 1st floor (Room 105, I believe). 719-262-3354 or 719-262-3653. It is **your** responsibility to coordinate with the Testing Center and to let me know the time you are scheduled. Don't forget to bring your UCCS ID when you take the test.
- **Don't cheat.** You get a zero if you do and I catch it. Generally I catch cheating when I see the same odd error on two papers of students who Just Happened to be sitting within eyeshot of each other. If I see suspicious eye-shifting or hand-hidden eyes or weird postures, I check papers. I've also caught those appealing a grade after changing a test and claiming it wasn't changed.
- **You can always appeal a score.** You have until the start of the class after you get the test or quiz back to raise a question. Addition errors or score transfer errors from the page to the front of the test will be corrected on the spot. If I made a grading error, or if you had a unique error worth reconsidering, I'll make the correction. If your error was frequently made by others and I graded correctly in accordance with my "rubric", the score for that problem will stand. You may appeal further to the Department Chair if you wish. The goal is to get you the right grade, and if it happens to be the grade you want, then good for both of us.
- **Cell phones MUST be turned off during Tests;** however, if there is a pending emergency and you need it turned on, you will need to sit in the front row of the classroom where I can monitor its use.

Calculator Policy: No graphing calculators on exams. Period. Math Department Policy. However, you can and should own one like the TI-30X IIS (solar) or B (battery). \$14, and it will get you through most math classes up through Math 3100. Don't waste your money on a TI-30X-A. Calculations are a little squirrely to do until you get used to it, and its stats features are pathetic.

Homework Policy: (Worth \approx 15% of the course) Homework is assigned in order that you

1. increase understanding of math concepts presented in class
2. build requisite college-level math skills for the exams
3. develop your ability to process technical writing.

I'm collecting assignments in accordance with the schedule at the end of the syllabus. **Each submission is worth 20 points** as an external motivator to do the work.

--**Hate doing homework?** 85% is then the highest average you can have. That's a middle "B".

--To get full credit,

- It must be neat, organized and Stapled. I was always impressed by students who put their HW in a pocket folder. It seemed they took their HW more seriously.
- Don't give just the answer—you and I already have them in the back of the book.
- If it's painful for me to look at, the odds of a poor grade for the assignment are high.
- Not every problem will be graded—either 3 or 4 randomly selected questions will be selected from each assignment, and some of the 20 points are reserved for overall Organization, Neatness, and Effort.
- If it's not turned in on time, a late penalty will be applied to that collection (usually, at least half if it's one class period late, zero thereafter). If you know you will be absent on a Due Date, find someone who can take it to the Math Department or class that day.
- It CAN be turned in early (to the math office or class), but no extra credit will be given.
- Due Dates are normally on Mondays, except on weeks with a Test; in those weeks it's the Test Day. No sense taking away your study materials from you on those weeks.

You can always email me your HW. Type it in Word and send, or scan your handwritten work and send. Time of the message is time of the turn-in.

The "Half-Back" Program for Test One. Everyone needs to experience a test in order to get used to that instructor's exam style. Test One can sometimes get a student off to a bad start, so I offer this program to help you recover from that start. It's also an external motivator to get you to repair your test so you don't have a hunk of junk to study from for the final Exam.

You may earn back up to one-half of the points missed on each test question.

- To earn those points, you must reaccomplish problems you want to improve your score on.
- Your reaccomplishments must be on clean paper, must include a restatement of the problem attempted, must look good, and must be stapled to the front of the Test.
- I will grade each problem you attempt more strictly (after all, I expect high-quality work this time); if your score on a given problem improves, you get 1/2 of the improvement back. **You cannot hurt your score.**
- My half-back adjustment will be kept to one decimal place.
- Sloppy work on a problem will reduce or eliminate the number of points earned back.
- **The offer expires one week after it is returned to you.**

I'm serious about these rules.

Bonus Opportunities:

- I will offer Bonus Questions on Exams (up to 10 points per Bonus problem) as additional opportunities to excel. I want those of you who are already good at the material in this course to have an incentive to increase your odds of earning an "A".

Final Exam:

- It's worth 350 points and the period lasts 2.5 hours. I write it so that time should NOT be a factor.

Course Points are assigned as follows:

Assessment		Your score
Test 1	(200)	
Test 2	(200)	
Test 3	(200)	
Test 4	(200)	
Final Exam	(350)	
HW	≈(200)	
Total	≈1350	

Your grades will be available in Blackboard's Grade Center. It's on you to catch any data entry errors I make.

Letter Grades: Grades are as follows:

60 guarantees at least a "D"

70 guarantees at least a "C"

80 guarantees at least a "B"

90 guarantees an "A".

The existence of half-letter grades means that I am less likely to adjust grade lines.

The following table is a good approximation to the pace we will maintain.

HOMEWORK ASSIGNMENTS WILL BE POSTED ON BLACKBOARD.

Monday	Wednesday	Friday
Aug 22 Intro, 1.1	Aug 24 1.1, 1.2	Aug 26 1.2, 1.3
Aug 29 1.4	Aug 31 1.5	Sep 2 1.6
Sep 5 Labor Day, no classes	Sep 7 Review, Guess the Test	Sep 9 Test 1
Sep 12 2.1	Sep 14 2.2	Sep 16 2.3
Sep 19 2.4	Sep 21 2.5	Sep 23 2.5
Sep 26 2.6	Sep 28 2.6, 2.7	Sep 30 2.7
Oct 3 Test 2	Oct 5 3.1, 3.2	Oct 7 3.2, 3.3

Monday	Wednesday	Friday
Oct 10 3.4	Oct 12 3.5	Oct 14 3.6
Oct 17 3.7	Oct 19 4.1	Oct 21 4.2
Oct 24 4.3	Oct 26 4.3, 4.4	Oct 28 4.4
Oct 31 4.5	Nov 2 4.5, 4.7	Nov 4 4.7
Nov 7 Test 3	Nov 9 5.1	Nov 11 5.2
Nov 14 5.3	Nov 16 5.4	Nov 18 5.5
Nov 21 Catch-up	Nov 23 No Classes	Nov 25 No classes
Nov 28 Skill Day	Nov 30 Rvw	Dec 2 Test 4
Dec 5 4.6	Dec 7 Final Rvw	Dec 9 Final Rvw
Final EXAM Dec 12 1:40 – 4:10 PM		

Weather and other factors may dictate changes to this schedule. **All changes will be announced in Blackboard.**