

TCC is committed to achieving our mission of building success through education, especially during these very challenging and stressful times. **Please discuss with me any and all concerns about completing remote coursework and accessing assistance.**

COVID-19 AND SPRING 2020 COURSES:

As of Monday, March 30, 2020, Tulsa Community College is transitioning all courses to online or remote delivery methods in response to the COVID-19 pandemic. TCC has also announced the closure of all campuses to align with CDC guidelines for social distancing and in-person gathering limits. This course syllabus addendum provides you updated contact, support, and instructional information for the remainder of the spring semester. It updates, but does not supersede, the syllabus provided at the beginning of this course.

COURSE INFORMATION: MATH 2114 – Honors Analytic Geometry and Calculus I
Section/CRN: 304/20803
Instructor: Sasha Townsend

CONTACTING YOUR PROFESSOR:

Virtual Office Hours: 11 am, Thursdays, via Zoom, and by appointment

I will have virtual office hours scheduled on a course-by-course basis. That way, students seeking help during a conference call will see me answering the questions of students in the same course. Our office hours are scheduled during our regular class time, on Thursday mornings. Additional office hours may be added later if needed.

Phone: (539) 777-1435 *Please use this number, rather than the number listed in the original syllabus.
Email: Sasha.Townsend@tulsacc.edu
Remind Course Code: @sp20Honors

The best way to reach me is through *Remind*. The second best way to reach me is through email. We can talk on the phone if we need to, but I prefer email and *Remind* if at all possible. Please use your TCC email address when sending messages. Please include your full name and MATH-2114 in your email, so that I know which of my courses you're taking. I will return email and *Remind* texts within 24 hours during the week. Emails received Friday through Sunday will be answered the next business day.

Please note that emails sent through Blackboard are automatically "do-not-reply" emails. If you receive an email from me and you'd like to respond, *forward or send your response* to the email address above. If you choose "reply" in an attempt to reply to the email, your response won't reach me.

School Office Information

School of Science & Mathematics
Phone: Southeast Campus / 918-595-7742

ACCESS TO ACADEMIC AND SUPPORT SERVICES DURING CAMPUS CLOSURE:

TCC's list of how to access college services during campus closure is available @ www.tulsacc.edu/coronavirus. If you do not see a resource that you need to be successful in completion of this course, contact me or Call2000 at 918.595.2000 or email at call2000@tulsacc.edu.

TEACHING METHODS AND LEARNING RESOURCES:

When learning remotely, content delivery, active learning, and our mutual assessment of your understanding of the material happens differently than it does in a face-to-face environment. Each week, you'll learn Calculus I through

- **Watching videos, completing reading assignments, and taking notes.** That will be your first contact with the material.

- **Completing and submitting the paper-based homework.** This is your opportunity to assess whether you understand the material and can correctly execute the techniques. If you don't understand, please reach out. Self-monitoring of your own understanding and taking the initiative to reach out for support is an extremely important part of your role in the learning process, especially in a remote learning environment.
- **Completing standards quizzes.** Once you've thoroughly studied the concepts and techniques related to a standard, complete the related quiz on WebAssign. Each week, you'll have assigned quizzes. You can take them when you're ready, but I encourage you to take them when they are scheduled to help keep yourself from falling behind. If you miss problems, try to rework them on paper until you answer them correctly. Then reassess when you feel you've thoroughly studied the concepts and techniques associated with the standard and learned from your mistakes. Don't be afraid to ask for help.
- If you're able to, **be a part of a learning community** by participating in weekly virtual office hours. If those hours don't work for you or if you'd like extra collaborative time, use Zoom to schedule your own study groups with classmates.

You're also encouraged to take advantage of these learning resources from the publisher of our textbook, and the online tutoring services provided by TCC's math and science tutoring centers. Our TCC tutors have been in training to learn how to provide tutoring services online. Contact information for online tutoring via TCC's tutoring centers will be provided at a later date.

- LarsonCalculus.com
- CalcChat.com
- CalcView.com

Now that all courses are being taught remotely and proctored testing isn't possible, our assessment requirements have changed. The changes are discussed below.

- **Online SBG quizzes.** Your standards quizzes will be administered through WebAssign, and will include one standard per quiz. Each quiz can be taken up to four times, and the highest grade will be used to calculate your final average in the course.
- **The comprehensive final exam** will be an open book, open notes exam. Since it is important for the academic integrity of our honors course to have a timed, comprehensive final, we will do the best we can to make that happen. I will email you the final exam at a previously announced time, and you'll have three hours to scan your solutions and send the scanned exam to me via email.

If a student is unable to test during the three-hour testing window, I'll be flexible and understanding, of course. I know you all have jobs, lives, families, and other commitments, especially during this exceptional time. Flexibility is necessary right now. Please keep in mind though, testing when the rest of the class isn't testing will require writing a new test for that student -- in order to be fair to all students and to have test security. Please don't take advantage of that option unless it is absolutely necessary.

ATTENDANCE/PARTICIPATION, TIME COMMITMENTS AND ACCOUNTABILITY:

Completing the activities above (reading, watching videos, submitting weekly homework, and completing SBG quizzes) constitutes participation and attendance in a remote learning environment.

The recommended time commitment for a college course is 3-5 clock hours per week for every credit hour (for this course, that is 12-20 clock hours per week). Some students may need more time, while others will need less. It is easy for many students to neglect an online course without defining some self-imposed structure. I will help hold you accountable by posting materials on Blackboard, holding virtual office hours, and emailing you weekly updates.

Here are some suggestions for ways for you to create some structure for yourself, which may allow you to hold yourself accountable and keep yourself on track.

- Plan the number of times you will log in each week, and write those into your schedule. Five times per week is excellent. Daily would be best.
- Schedule 12-20 hours per week for the course, and break it into chunks. Plan to spend
 - X hours on content delivery (watching videos and readings),
 - X hours homework and asking questions about homework, and
 - X hours per week preparing for and completing quizzes.
- Plan to attend virtual office hours. If those hours don't work for you, reach out via email or *Remind* to get support another way.

- Create a virtual study group via a conference calling app, such as Zoom. Discuss the material with your classmates. Invite your teacher when you feel the group is struggling with a concept and needs additional help.

GRADING POLICY & ASSIGNMENT LIST: *How I will assign your final grade in the course*

Grades for this course will be assigned according to the following table. The percentages associated with each category are the same as they were before the transition to remote instruction.

CATEGORIES WITH THEIR ASSIGNMENTS	CATEGORY AVERAGE	%
Homework: Paper-based weekly homework includes conceptual questions and textbook problems. These are graded for completion and neatness, on a 4.0 scale. Paper-based homework will be due via email by Sundays at 11:59 pm.	$\frac{\text{Sum of HW scores}}{\# \text{ HW scores}}$	10%
Standards Quizzes: 31 standards graded on a 4.0 scale. You'll take your standards quizzes in WebAssign. Percentage grades will be converted to grades on a 4.0 scale, as described below. All SBG quizzes are due Thursday, 4/30 . The course calendar lists the quizzes you should have completed in order to stay on track.	$\frac{\text{Sum of Standards scores}}{\# \text{ Standards scores}}$	75%
Comprehensive Final Exam: Final exam covering a subset of the course standards, with each standard graded on a 4.0 scale. This will be the same type of exam as that which would have been administered in the traditional, face-to-face course.	$\frac{\text{Sum of Standards scores on Final}}{\# \text{ Standards scores on Final}}$	15%
Differentiation Exam: A 10-question pass/fail exam over basic differentiation rules up to and including the chain rule will be administered through WebAssign. You'll have 100 chances to pass.	Pass (9 or 10 out of 10) / Fail (8 or lower)	
TOTAL		100%

Provided you pass the differentiation exam, your overall grade will be computed using the following formula:

$$\text{Final Grade} = (\text{HW Avg})(0.10) + (\text{Standards Avg})(0.75) + (\text{Final Exam})(0.15) + (\text{Extra Credit})(0.02)$$

GRADING SCALE: Your final grade in the course will be assigned based on the following scale:

Grade:	A	B	C	D	F
Averages:	3.35-4	2.8-3.34	1.8-2.79	0.8-1.79	Below 0.8

FEEDBACK PLAN: Your grades on SBG quizzes will be immediately visible in the WebAssign. It may take me longer than expected to grade your paper-based homework and quizzes, especially during the transition to moving all courses online. Thank you for your patience. Please give me at least two weeks to get your grades back to you. I will post your homework grades on Blackboard within two weeks of the date the homework assignment is due.

Remember, the WA gradebook does not reflect your grade in the course! All of your grades will be converted to SBG grades using the scale shown below. Those will be averaged to yield your final grade at the end of the semester.

I appreciate your patience. Your current grade will not be visible on either Blackboard or WebAssign, but it can be calculated by converting your SBG quiz grades to grades on a 4.0 scale, and averaging those using the grading scale discussed above.

CONVERTING WEBASSIGN PERCENTAGE GRADES TO SBG GRADES: Your grade on each quiz will be converted to a 4.0 scale using the following point totals.

Grade:	A	A-/B+	B	B-/C+	C	C-/D+	D	D-/F+	F
Percentage:	95-100	90-94	85-89	80-84	75-79	70-74	65-69	60-64	Below 60
SBG Grade:	4.0	3.5	3.0	2.5	2.0	1.5	1.0	0.5	0

Spring 2020 Pass/No Pass Grading Option

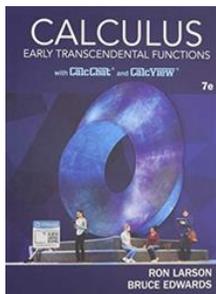
For the spring semester, you will be permitted (but not required) to convert any or all of your course grades to Pass/No Pass grading. I will still assign grades by the designated deadline, and then you will have seven (7) days to elect this Pass/No Pass option for any and all of your courses. Passing grades will count towards degree requirements-which will override some department or college policies. If you choose a Pass/No Pass option, a grade of D or better in a course will convert to a P (Pass).

COURSE WITHDRAWAL:

TCC wants you to complete what you started! In order for you to have additional time to confer with me or your advisor about your ability to complete this course, **TCC has changed the date for Withdrawal to Friday, April 17.** See [Course Enrollment and Withdrawal](#) for information on withdrawing from a course.

REQUIRED SOFTWARE & COURSE MATERIALS

WebAssign access is now required for this course. Cengage has generously provided **free access(!)** to all students until we are able to return to campus. SBG quizzes will be taken on WebAssign. Instructions for how to access WebAssign are shown under Announcements on Blackboard. Assigned readings, conceptual questions and textbook problems are still assigned from the physical text, and are due via email by Sundays. Recommended apps for scanning and submitting work will be shared later this week.



Title: *Calculus Early Transcendentals*

Edition: 7th Edition (2018)

Author: Larson/Edwards

Publisher: Cengage Learning

You'll also need access to YouTube to watch lectures. As the lectures are created for each week's lessons, they will be added to [our course YouTube playlist](#). The videos for the Extreme Value Theorem (4.1) are already available.

TENTATIVE COURSE CALENDAR:

Week of	Topics	Reminders
Mar. 30	A22 Finding Extrema (4.1, 4.3, 4.4) A21 Rolle's Theorem and the Mean Value Theorem (4.2)	HW #6 Due via email by Sunday by midnight
Apr. 6	A24 Curve Sketching (4.6) A23 Applied Optimization (4.7) D19 Differentials (4.8)	HW #7 Due via email by Sunday by midnight
Apr. 13	I25 and I26 Antiderivatives, DEs, and IVPs (5.1) I27 and I28 Riemann Sums, Definition Integrals, and the Fundamental Theorem of Calculus (5.2, 5.3, 5.4)	HW #8 Due via email by Sunday by midnight The last day to withdraw is now Friday, April 17.
Apr. 20	I25 and I28 Integration by Substitution (5.5, 5.7, 5.8) A20 Indeterminate Forms and L'Hopital's Rule (5.6)	HW #9 Due via email by Sunday by midnight
Apr. 27	I30 Hyperbolic Functions (5.9)	HW #10 Due via email by Sunday by midnight All SBG quizzes are due by Thursday, April 30. The differentiation exam is due by Thursday, April 30.
May 4	Final Exam – Thursday, May 7 from 11 am to 2 pm You will receive the exam via email, and you'll have 3 hours to complete, scan, and email me your exam.	

ACCESSING COURSE MATERIALS AND SUBMITTING ASSIGNMENTS

- Lesson plans and weekly homework assignments will be made available on Blackboard. This week's lesson plan and homework assignments are available in the Unit 3 folder.
- Videos will be added to the YouTube playlist weekly. I will add videos to the playlist twice weekly, and in order to keep up with the calendar. If I should get ahead and post extra videos, don't feel the need to watch them until the scheduled week. That being said, if you get ahead in your studies, feel free to work ahead.
- We will meet weekly on Thursdays during the regular class time via Zoom. The link to the meeting will be posted under Announcements on Blackboard. That will be your opportunity to ask questions about the material and the homework. You can also reach out via *Remind* or email at any time for support.
- **Weekly homework is due via email by Sunday at 11:59 pm.**
- **All SBG quizzes are due by Thursday, April 30 by 11:59 pm.**
- To stay on track, complete the quizzes as soon as you're ready to take them, including those quizzes from topics covered before the break. You'll have four chances per quiz and the highest grade will count toward your overall grade in the course. The quizzes for topics from before the break are available now.
- The SBG quizzes are still being written. As they are written, you'll see them on the WebAssign site. There will be quizzes for every standard that is currently eligible for reassessment. I haven't created all of them yet, but they will appear on the WA site as they are available.
- There are no longer any restrictions on weekly reassessment. Once a quiz is available, you can take it whenever you're ready, up to four times, before April 30. The highest grade will count toward your average in the course. Wait until you're ready to take the quiz. The questions are pooled, so every time you take the quiz, you'll see different questions over the same topic, not just the same questions with different numerical coefficients. Keep that in mind as you prepare. SBG is about the opportunity to learn from your mistakes, and improve your grade through demonstrating that you're achieving greater mastery. It's not about taking the same quiz over and over until you get an A. Please take the time between reassessments to study and learn from mistakes so that you learn more. Learning and rewarding you for learning is what SBG is all about.

This is the tentative plan – we'll see how it works! The goal is to create an online equivalent of an SBG course that fosters your development and learning. We'll adjust and adapt as necessary.

SYLLABUS ATTACHMENT:

The [Syllabus Attachment](#) provides you critical information for all TCC courses and is considered a part of this syllabus. Please read.

Accessibility Resources Statement

Considering the transition to an online/remote format, I have made every effort to make this course accessible to all students, including students with disabilities. If you encounter a problem accessing anything in this course, please contact me immediately by email so that I can support you. You may also contact TCC's Accessibility Resources at 918.595.7115 (Voice) or by email ar@tulsacc.edu. Deaf and hard of hearing students may text 918.809.1864, or email rcdhh@tulsacc.edu.