



UNIVERSITY of HAWAII  
**WINDWARD**  
COMMUNITY COLLEGE

**MATH 103: College Algebra**  
**CRN: 64093 & 64094**  
**4 Credits**

**INSTRUCTOR:** Tiffany Hayler  
**Zoom OFFICE:** Zoom Link Posted to Laulima  
**OFFICE HOURS:** TBA  
**EMAIL:** haylert@hawaii.edu  
**EFFECTIVE DATE:** Spring 2023

**Windward Community College Mission Statement**

*Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai'i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide O'ahu's Ko'olau region and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.*

**Catalog Description**

Math 103: Linear equation, inequalities, systems of equations, polynomial functions, fractional expressions and equations, exponents, powers, roots, quadratic equations and functions; rational, exponential and logarithmic functions. (4 hrs. lecture)

**PREREQUISITES:** Grade of "C" or better in Math 25, 26, 29, 82 or equivalent, satisfactory placement test score, or consent of instructor. **WCC: FS, FQ Math 88:** Provides students with supplemental algebra instruction that directly supports the topics covered in Math 103. **Pre-Requisites:** Satisfactory Placement Score

**Co-Requisite:** MATH 88 (CRN 64092) (For students who enrolled in Math 103/88)

**Student Learning Outcomes**

These student learning outcomes will be assessed via course activities (homework, class work, and/or additional assignments) and via tests or quizzes.

1. Graph or interpret algebraic relations that are relevant to the topics in this course.
2. Employ algebraic techniques to find the solutions to equations or inequalities, or systems of equations or inequalities appropriate to the level of this course.
3. Use algebraic techniques to analyze and solve applied problems.
4. Utilize precise mathematical language and symbols to effectively communicate mathematics in written and/or oral form.

## Course Tasks

### **Weekly Section Reading**

Students need to read the sections in the etext or textbook for each week before working on homework. Students may also view the optional lecture videos that will be linked to Laulima. Please note that the videos are not in chronological order, please refer to the section title to view a helpful video.

### **Weekly Lecture Notes:**

Notes will be handed out during class. Turn your completed notes by the next class day to receive full credit.

### **Weekly Homework:**

There will be homework due via MLM Pearson each week on Fridays at 11:59pm. Students can still earn 80% back on problems completed after the due date. The last day to complete any late work is the last instructional day of the semester.

### **Quizzes:**

There will be 5 quizzes, each worth 50 points. Each quiz is 50 minutes long. ONE retest will be given per quiz if the student fully completes the respective homework sections for the quiz.

### **Final Exam:**

The final exam is cumulative and will be 2hrs long. There are no retests or makeups for the final exam.

## Required Materials

**Required Texts:** Algebra for College Students, 9<sup>th</sup> edition by Lial, Hornsby and McGinnis. (Hard copy or etext)

**Required Technology Tool:** Scientific calculator

**Required Online Tool:** Pearson MyLab Math online access code.

## Responsibilities for Student Success in this Course

Success in this course will be enhanced by:

1. A positive, inquiring attitude toward mathematics.
2. Setting aside adequate time for studying, working on problems, and careful cogitation of the material.
3. Reading the text carefully and making use of other learning materials whenever necessary.
4. Seeking assistance from the instructor, tutors and the Math Lab whenever necessary.
5. Regularly attending class and, notifying the instructor of an absence and responsibly obtaining and completing assignments by the designated date.

## Assessment and Grading

Grades for this course are based on the following course tasks:

Assignment	Point Worth	Grade Percentage
Five Quizzes	(50pts each) 250pts	50%
MLM Homework	75pts	15%
Lecture Notes (% of total)	75pts	15%
Final Exam	100pts	20%
Total:	500pts	100%

Each letter grade for the course will be assigned according to the level of achievement as provided in the table following:

### Letter Grade/Definition

A	90% - 100% of the cumulative points possible
B	80% - 89% of the cumulative points possible
C	70% - 79% of the cumulative points possible
D	60% - 69% of the cumulative points possible
F	Less than 60% of the cumulative points possible
W	Official Withdrawal
IN	Incomplete

Incomplete - given when a student has failed to complete a SMALL part of the course due to circumstances beyond his/her control.

Note: To receive a W grade a student must officially withdraw from the course before the posted deadline on the UH academic calendar for the current semester.

## Learning Resources

**WCC Math Tutoring Zoom:** <https://windward.hawaii.edu/services-forstudents/tutoring/kahttps://windward.hawaii.edu/services-for-students/tutoring/ka-piko/mathlab/piko/math-lab/>

**UH Manoa Online Learning Academy:** <http://manoa.hawaii.edu/ola/>

**Brainfuse:** <http://windward.hawaii.edu/Brainfuse/>

**Khan Academy:** <https://www.khanacademy.org/> Free online lessons and practice.

**TRiO:** <https://windward.hawaii.edu/services-for-students/tutoring/trio-sss/>

## Additional Information

- **MAKE-UP POLICY: There are no make-up opportunities for quizzes or exams.** Communicate with your instructor in a timely manner if a crisis occurs that keeps you from participating in the course. If you are unable to take an exam during the specified exam window, email the instructor **before** the exam period begins to inform them of this. It may be possible for you to take the exam earlier than the specified day/time. Be sure to include the reason for not being able to take the exam. If you do not notify the instructor or if you do not have a justifiable reason, you will receive a score of 0 for that exam. (This is if a student misses an exam without prior communication with the instructor)
- **EMAIL:** Be sure to put “Math 103” then the nature of the email in the subject line of your email. Please allow for 24 hrs to pass before sending a follow up email.
- **FINAL EXAM:** The final exam is cumulative. This means any problem or concept from any of the sections may be included in the final exam.
- **HELP:**  
The course instructor is your main human resource for help when you need help with the course material. There are also online help resources available and the Windward Community College Math Lab, online via Zoom. PLEASE seek help immediately if you are still lost or confused about the material after reading the sections and watching the lectures.

## Academic Honesty

You may not consult with any classmates or outside resources while taking quizzes or exams. You are **not** allowed to tell a classmate the kind of questions on a quiz or exam or help a classmate in any way (e.g. by explaining how to solve the problem). Evidence of cheating will result in a score of 0 for all parties involved.

An “F” will be assigned to students involved in **cheating** and will be reported to the Dean. Please keep in mind that you are being assessed for your own knowledge and understanding of the concepts and strategies.

Any evidence of plagiarism will result in a score of 0 for all parties involved. If plagiarism persists, then an “F” will be assigned to the students involved in **plagiarism** and will be reported to the Dean.

All students are required to follow the Student Conduct Code described at

<http://www.hawaii.edu/policy/?action=viewPolicy&&policySection=ep&policyChapter=7&policyNumber=208>

## Important WCC Class Deadlines

- 01/17/2023** Last day to register
- 01/17/2023** Last day to receive 100% tuition refund
- 02/01/2023** Last day to receive 50% tuition refund
- 02/01/2023** Last day to drop (No "W" on transcript)
- 03/24/2023** Last day to withdraw from class ("W" on transcript)

## Sex Discrimination and Gender-Based Violence Resources (Title IX)

Windward Community College is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking.

If you or someone you know is experiencing any of these, WCC has staff and resources to support and assist you. To report an incident of sex discrimination or gender-based violence, as well as receive information and support, please contact one of the following:

Jojo Miller, Confidential Advocate

Phone: (808) 348-0663

Email: [advocate@hawaii.edu](mailto:advocate@hawaii.edu)

Office: Hale Kāko‘o 110

Desrae Kahale, Mental Health Counselor & Confidential Resource

Phone: (808) 235-7393

Email: [dkahale3@hawaii.edu](mailto:dkahale3@hawaii.edu)

Office: Hale Kāko‘o 101

Karla K. Silva-Park, Title IX Coordinator

Phone: (808) 235-7468

Email: [karlas@hawaii.edu](mailto:karlas@hawaii.edu)

Office: Hale ‘Ākoakoa 220

As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. Although the Title IX Coordinator and I cannot guarantee confidentiality, you will still have options about how your case will be handled. My goal is to make sure you are aware of the range of options available to you and have access to the resources and support you need.

For more information regarding sex discrimination and gender-based violence, the University’s Title IX resources and the University’s Policy, Interim EP 1.204, go to [manoa.hawaii.edu/titleix/](http://manoa.hawaii.edu/titleix/)

### Alternate Contact Information

If you are unable to contact the instructor, have questions that your instructor cannot answer, or for any other issues, please contact the Academic Affairs Office:

- Location: Alaka‘i 121
- Phone: (808) 235-7422

## Disabilities Accommodations

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Accessibility Counselor to discuss reasonable accommodations that will help you succeed in this class. Roy Inouye can be reached at (808) 235-7448, [royinouye@hawaii.edu](mailto:royinouye@hawaii.edu), or you may stop by Hale Kāko‘o 106 for more information.