MATH 109 – Trigonometry and Analytic Geometry  Spring 2016
Instructor: Dr. Dean
Office: Neckers 373
Office Hours: Mon 12-2 Neckers 373, Wed 9-11 Lib 680, Wed 12-2 Neckers 373
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PREREQUISITES: College Algebra (Math 108 or equivalent) with a grade of C or better. New students must present satisfactory placement score or obtain the permission of the Department of Mathematics.

The e-book comes FREE with the course fee you paid for Math 108. So, a physical textbook is optional.

REQUIRED ITEMS:
1) My Labs Plus Access Code: This is free for all Math 109 students.
2) Calculator: ONLY TI-30 calculators will be allowed with the exception of the TI-30X Multiview. Do NOT purchase this calculator. I would highly recommend purchasing the TI-30XIIS. There will be exams and calculators on which calculators will not be allowed.
3) Math 109 Course Lecture Notes: available at the SIU Bookstore (for less than $20).

RECENT FINALS: Go to www.math.siu.edu then click on Course Information, Recent final exams, Math 109.

ATTENDANCE: You are expected to attend every lecture and to arrive on time. Attendance will be taken.

CELL PHONE POLICY: Please have all cell phones on silent and refrain from answering any calls or texts in the classroom.

ASSESSMENT/EVALUATION:
Grading: The only extra credit given in this course will be maybe one problem per exam, so be sure to keep track of your grade in My Labs Plus throughout the semester. (Click on Gradebook in the blue left-hand column)

<table>
<thead>
<tr>
<th>Grade Scale:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Homework (drop 1):</td>
<td>14%</td>
</tr>
<tr>
<td>Attendance:</td>
<td>1%</td>
</tr>
<tr>
<td>Quizzes (drop 1):</td>
<td>8%</td>
</tr>
<tr>
<td>Worksheets (drop 1):</td>
<td>8%</td>
</tr>
<tr>
<td>Tests (4):</td>
<td>44%</td>
</tr>
<tr>
<td>Final:</td>
<td>25%</td>
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<tr>
<td>Percent</td>
<td>Letter Grade</td>
</tr>
<tr>
<td>90 – 100</td>
<td>A</td>
</tr>
<tr>
<td>80-89.9</td>
<td>B</td>
</tr>
<tr>
<td>70-79.9</td>
<td>C</td>
</tr>
<tr>
<td>60-69.9</td>
<td>D</td>
</tr>
<tr>
<td>below 60</td>
<td>F</td>
</tr>
</tbody>
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TESTS, HOMEWORKS, WORKSHEETS AND QUIZZES:
• Tests must be taken at the scheduled time. Make-up tests will only be given to students with a valid excuse (verification will be necessary). If you miss a test, please contact me immediately.
• Most of the homework will be submitted online.
• No late worksheets will be accepted.
• There will be no make-up for online quizzes, so watch the due dates closely.

Be aware of the University policy regarding the grade of INC. I abide by it.

Emergency Procedures. Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. Because some health and safety circumstances are beyond our control, we ask that you become familiar with the SIUC Emergency Response Plan and Building Emergency Response Team (BERT) program. Emergency response information is available on posters in buildings on campus, available on BERT’s website at www.bert.siu.edu, Department of Safety’s website www.dps.siu.edu (disaster drop down) and in Emergency Response Guideline pamphlet. Know how to respond to each type of emergency.

Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency. The Building Emergency Response Team will provide assistance to your instructor in evacuating the building or sheltering within the facility.
IMPORTANT DATES *
Semester Class Begin: ......................................................... 01/10/2016
Last day to add a course (without instructor permission): .... 01/25/2016
Last day to withdraw completely and receive a "W" refund: ... 02/05/2016
Last day to drop a course using SafariNet: ......................... 04/14/2016
Last day to file diploma application (no name to appear in Commencement program): ................................. 02/05/2016
Email registration: ....................................................... 05/09-05/13/2016
Note: For courses, internships, and short courses dropped after the Registrar's deadline, students must report these changes to their instructors.

SPRING SEMESTER HOLIDAYS
Martin Luther King, Jr. Birthday Holiday 01/18/2016
Spring Break 02/12 - 03/06/2016

WITHDRAWAL POLICY - Undergraduate only
Students who officially register for a session may not withdraw entirely by the dropping of attendance. An official withdrawal form needs to be initiated by the student and processed by the University. For the proper procedures to follow when dropping course and when withdrawing from the University, please visit http://www.registrar.siu.edu/pdf/undergradreg114.pdf

INCOMPLETE POLICY - Undergraduate only
An incomplete grade is assigned when, for reasons beyond the control of the student, students engaged in class work are unable to complete all class assignments. An INC must be changed to a completed grade within one semester following the term in which the course was taken, or graduation, whichever occurs first. Should the student fail to complete the course within the time period designated, first, by no later than the end of the semester following the term in which the course was taken, or graduation, whichever occurs first, the incomplete will be converted to a grade of F and the grade will be computed in the student's grade point average. For more information please visit: http://registration.siu.edu/articles/incompletes tàu

REPEAT POLICY
An undergraduate student may, for the purpose of raising a grade, enroll in a course for credit no more than two times (two total enrollments) unless otherwise noted in the course description. For students receiving a letter grade of A, B+, C+, or F, the course repetition must occur at Southern Illinois University Carbondale. Only the most recent (last) grade will be calculated in the overall GPA and course credit hours earned. See full policy at http://registration.siu.edu/pdf/undergradreg114.pdf

GRADUATE POLICIES
Graduate policies often vary from undergraduate policies. To view the applicable policies for graduate students, please visit: http://gradschool.siu.edu/subscribe/get-a-sa-quick-guide.html

DISABILITY POLICY
Disability Support Services provides the required academic and programmatic support services to students with permanent and temporary disabilities. DSS provides centralized coordination and referral services. To utilize DSS services, students must come to the DSS office to open cases. The process involves interviews, review of student-supplied documentation, and completion of Disability Accommodation Agreements. http://disability.siu.edu/studentaccess.html

PLAGIARISM

MORGAN LIBRARY HOURS
http://www.library.siu.edu/hrmlh