

Please Neatly Print Your Name: _____

COURSE: MATH 102 CALCULUS II Summer 2022
INSTRUCTOR: Dr. TeBeest, Professor of Applied Mathematics
TEXT: "Calculus: Early Transcendentals with Enhanced WebAssign", 9th ed. by Stewart, Clegg, and Watson
ISBN: 978-1-337-61392-7 **WebAssign contains an electronic copy of the book.**
OFFICE: AB 2-135 K MT ThF 11:15-12:00 (or by appt.) 762-7926
WEB SITE: <https://paws.kettering.edu/~ktebeest/math102/> ktebeest@kettering.edu

ATTENDANCE: THIS IS NOT A HYBRID CLASS. Daily in-person attendance is required. Students who watch a lecture online but are not present in class will be recorded absent. Students shall arrive on time and remain for the full period. Students who arrive late or leave early without the professor's prior permission may receive an unexcused absence. Students may incur a deduction of one percentage point **from their course grade** for every unexcused absence beyond two; these are NOT "2 days off" or "2 skip days." **If you miss class due to illness, you must follow Kettering's Covid protocol immediately.**

NOTE: An *excused absence* is a verifiable, documented absence resulting from illness or an officially sanctioned Kettering activity. (Greek activities are extracurricular and do not qualify.) Verifiable absences are not necessarily excused. A student who anticipates an **excused** absence should notify the professor in advance. Informing the professor of an absence does not make it excused. Excused absences must be verified (e.g., a physician's note).

A student with four or more unexcused absences might be administratively withdrawn from the course or might receive a failing grade in the course.

I. HOMEWORK/QUIZZES: Homework will be posted on **WebAssign** regularly and must be completed **by the specified date**. Quizzes may also be posted on **WebAssign** and must be completed **by the specified time**. Pop (unannounced) quizzes might also be given in class.

**YOU ARE EXPECTED TO SUCCESSFULLY COMPLETE
EACH ASSIGNED PROBLEM!**

Maple Assignments: Occasionally the professor will assign and collect assignments that require the use of Maple. These are due **at the beginning of class indicated by the professor**. Late submissions **will not be accepted** for any reason and will receive a grade of zero. At the term's end, the student's one (1) lowest **quiz** score will be dropped. All Maple assignments count toward the grade.

You should check WebAssign daily for assignments.

II. EXAMS: There will be three in-class exams. Students shall take the exams at the scheduled times. Students who miss an exam due to an unexcused absence may **NOT** be allowed to make up the exam and may receive a grade of zero for that exam. Only students who miss an exam due to an excused absence may have an opportunity to make up the missed exam; that make-up exam may be given during the 10th week of the term and may be comprehensive. Exams may contain questions about Maple.

III. FINAL EXAM: A comprehensive final exam will be given at the term's end. **Each student shall take the final exam at the time scheduled by Administration.** See Page 3. This exam may contain questions about Maple.

STUDY JOURNAL: The student shall keep a study journal in a blue (green) exam booklet (see supplemental handout). The student should be prepared to submit the journal any time upon the instructor's request, including during office visits.

USE OF ELECTRONICS IN CLASS

All phones must be completely turned off and stowed *before* class begins and remain off during class. **Recording and photographic devices are strictly prohibited.** Laptops and tablets may be used during class **only** for the purpose of taking notes digitally. The use of electronic devices during class without my permission or for doing anything other than taking notes may result in: 1) the student receiving an unexcused absence for that period, 2) the confiscation of the device, and/or 3) the student being administratively withdrawn from the course.

STUDENT COURSE GRADE

At the term's end the student's **course grade** will be determined using the weighting system:

Homework	5%
Lowest Exam Score	15%
Other 2 Exams (25% each)	50%
Final Exam	30%

Weighted Score: If H denotes your total homework score (in %), L denotes your one lowest exam score (in %), E denotes your total exam score (in %) on the other 2 exams, and F denotes your Final Exam score (in %), then your **weighted score** S will be

$$S = 0.05H + 0.15L + 0.5E + 0.3F . \quad (1)$$

At the term's end, **course grades** will be assigned as follows:

$95 \leq S \leq 100$	A
$90 \leq S < 95$	A-
$87 \leq S < 90$	B+
$83 \leq S < 87$	B
$80 \leq S < 83$	B-
$77 \leq S < 80$	C+
$73 \leq S < 77$	C
$70 \leq S < 73$	C-
$67 \leq S < 70$	D+
$60 \leq S < 67$	D
$S < 60$	F

Example: Suppose you have scores of $H = 91\%$ on assignments, $L = 65\%$ is your lowest exam score, $E = 84\%$ on the other three exams, and $F = 78\%$ on the final exam. Then your **weighted score** S would be

$$S = 0.05(91) + 0.15(65) + 0.5(84) + 0.3(78) = 79.7$$

and your course grade would be C+ (since 79.7 is less than 80).

Note: the table above can be used to determine your letter grade on *any* graded item. For example, a score of 86% on an exam would be a letter grade of B.

Extra Credit: This grading system provides the student with ample opportunity to demonstrate his or her mastery of the material. Consequently there is no means for obtaining "extra credit."

Contesting a Grade: If the student believes that a problem was graded incorrectly, the student may ask the professor to reconsider the grade on a specific problem. However, the request must be made **within one week after the graded item was returned to the class**. The professor might require the student to submit a written request to reconsider the grade and require the student to work the problem correctly. **This is NOT a means for obtaining extra credit**. The grade is still based on the work originally submitted — it is not based on the reworked problem.

AUDITING

1. I do not allow students to audit my courses.
 2. A student will not be allowed to change his or her registration in my course to an audit.
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Reminder about Final Exams at Kettering University

Roughly a decade ago there was a span of several years during which students approached me and other faculty with increasing frequency asking to take a final exam *before* its scheduled time because they “already made plane reservations” or were otherwise leaving campus the day of their final exam or even sooner. For example, some students made plane reservations that were to leave Detroit at 1:00 p.m. even though their final exam ran until noon.

This letter is a reminder that at Kettering University, final exams run during Week 11 **from Thursday morning through noon Saturday**, and that period constitutes an official part of the academic calendar. **You are therefore expected to take your final exam for our course at its scheduled time.**

I do not schedule our final exam — Administration does. Also, I will not know the time of our final exam until Administration publishes the final exam schedule on the University website. Consequently, if I were a student, I would not make any travel plans for the term’s end until after the final exam schedule is published by Administration. **I expect you to take the final exam for our course at its scheduled time.** I will not consider requests to take the final exam before the scheduled time simply because “travel arrangements were already made.” As Kettering students, you know that final exams run during Week 11 from Thursday morning through noon Saturday, and you know that you should take final exams seriously.

Also, if another instructor reschedules a final exam and causes a scheduling conflict, then it is obviously **that instructor’s responsibility**, *not mine*, to resolve the conflict with you.

The inclusion of the following statements is mandated by the University Provost. Therefore they will be strictly enforced.

Accommodations for Students with Documented Disabilities

The University will make reasonable accommodations for persons with documented disabilities. Such students need to register with the Wellness Center **every term** they are enrolled in classes. To be assured of having services when they are needed, students should **contact the Wellness Center during the first week of each term**. Note that it is the student's responsibility to arrange accommodations with each professor. For more information, refer to the Undergraduate Catalog or the Student Life webpage. This information is also noted in the Student Handbook.

To increase the likelihood that you receive special accommodations when needed, students who request special accommodations due to a documented disability **should make such arrangements with the Academic Success Center and with me at least 7 days before each in-class exam and at least 14 days before the final exam. Failure to do so may result in your not receiving accommodations.**

ACADEMIC DISCIPLINE

CODE of STUDENT CONDUCT and ACADEMIC INTEGRITY

Kettering University values academic honesty and integrity. Cheating, collusion, misconduct, fabrication, and plagiarism are serious offenses. Each student has a responsibility to understand, accept, and comply with the University's standards of academic conduct as set forth in our statement, "Ethics in the University" and "Academic Integrity" as well as policies established by individual professors. For more information, refer to the Undergraduate Catalog or the Student Life webpage. This information is also noted in the Student Handbook.

Furthermore, students found in violation (e.g., cheating on an exam or assignment) may receive a score of zero on that item without recourse for making it up and may even receive a failing grade for the course. Incidents of cheating, academic dishonesty, or lying may be reported to Administrative Officials for further disciplinary action.

ADDENDUM

What is considered cheating?

Examples include but are not limited to:

1. copying and submitting *any* work completed by someone other than you,
2. collaborating with *anyone* during exams, and
3. using *any* unauthorized sources to complete homework or exams. (These include work completed by past students, online sources to complete WebAssign assignments, using software to help solve homework assignments, etc.)

These constitute cheating and will be dealt with as such! Simply put—representing any work that is not your own AS your own is cheating!

To maintain and enhance the national standing of Kettering University and the value of a Kettering University degree to you and all GMI/Kettering alumni, the Provost (the ranking academic officer at Kettering University) has instructed the faculty to enforce attendance requirements and standards of academic integrity among Kettering’s student body. So be aware that these policies will be enforced. There will be no tolerance for cheating or lying in my courses.

I have read this policy, and I understand what is expected of me.

Print Name:_____

Signed: _____

Date:_____