

COURSE:	MATH 328 Methods of Applied Mathematics	Spring 2021
INSTRUCTOR:	Dr. TeBeest, Assoc. Prof. of Applied Mathematics	
TEXT:	" <i>Applied Mathematics</i> ", 4th ed. by J. David Logan	ISBN: 978-1-118-47580-5
OFFICE:	AB 2-135 K MT ThF 11:20–12:15 or by appt.	762-7926
WEB SITE:	https://paws.kettering.edu/~ktebeest/math328/	ktebeest@kettering.edu

ATTENDANCE: Students are expected to: 1) attend each class period, 2) arrive on time, and 3) remain for the full period. Attendance will be taken daily. Students who arrive late or leave early may receive an unexcused absence. Students may incur a deduction of one percentage point from their course grade for every unexcused absence beyond 2.

NOTE: An *excused absence* is a verifiable absence resulting from illness and officially sanctioned Kettering related activities. (Fraternity and sorority activities, for example, are considered extra-curricular and are not officially sanctioned by Kettering.) Not all verifiable absences are excused absences. Students who anticipate an excused absence should notify the professor in advance. It is the student's responsibility to present evidence of excused absences to the professor.

A student with 4 or more unexcused absences may be administratively withdrawn from the course.

I. HOMEWORK: Homework will be assigned regularly and should be completed **promptly**. Occasionally the professor will collect and grade one or more homework sets. The sections to be submitted are due **at the beginning of class indicated by the professor**. Late homework will **not** be accepted for any reason and will receive a grade of zero.

You should check the course web site above daily for assignments and announcements.

If a student arrives late on the day homework is due:

1. a student who arrives 5 to 15 minutes late will have the homework grade reduced 20%;
2. a student who arrives 15 to 25 minutes late will have the homework grade reduced 30% and will incur one unexcused absence;
3. a student who arrives more than 25 minutes late will have the homework grade reduced 40% and will incur one unexcused absence.

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

Since this is a course in advanced mathematics, you are strongly advised to use computational tools like Maple to assist you in doing the homework when possible. In fact, there may be some assignments that **require** the use of such tools. (Of course, some problems should only be done by hand.)

II. MIDTERM EXAM:

III. FINAL EXAM:

At the professor's discretion, the midterm and final exams might be completed entirely in class, they might comprise an in-class part and a take-home part, or they might be entirely take-home exams. Any take-home portion must be submitted on time without exception. Students must take any in-class portion at the scheduled time.

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

Homework	20%
Midterm Exam	40%
Final Exam	40%

That is, let H denote your total homework score (in %), M denote your midterm exam score (in %), and F denote your final exam score (in %). Then your scaled score S will be

$$S = 0.2H + 0.4M + 0.4F. \tag{1}$$

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 your scores are $H = 90\%$ on homework, $M = 85\%$ on the midterm exam, and $F = 80\%$ on the final exam. Then your scaled score would be $S = 0.2(90) + 0.4(85) + 0.4(80) = 84$ and your course grade would be B.

Note: the table above may 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 homework–exam system provides the student with ample opportunity to demonstrate his or her mastery of the material. Therefore, there is no other 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.

Electronic Devices: You shall have all electronic devices (cell phones, i-pods, MP3 players, ear-buds, etc.) completely turned off and stowed *before* coming to class. **Recording devices are strictly prohibited.** The use of electronic devices during class without my permission may result in their being confiscated and/or the student being administratively withdrawn from the course.

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.

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

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 on "Disability Services," refer to the *Student Life* section of the current Undergraduate Catalog which is located on page 25: <http://catalog.kettering.edu/undergrad/student-life/>. This information is also noted in the Student Handbook.

Furthermore, students who qualify for and request special accommodations due to a documented disability **must make such arrangements with me no later than 7 days before each exam and no later than 14 days before the final exam**.

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 *Student Life* section of the current Undergraduate Catalog which is located on page 20: <http://catalog.kettering.edu/undergrad/student-life/>. 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 or academic dishonesty may be reported to the Dean of Students for further disciplinary action.

To maintain and even improve 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.

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

Print Name: _____

Signed: _____

Date: _____