

**Instructor:** Keith Foster · Office: SC 327 · 479.619.4380 · [gkfooster@nwacc.edu](mailto:gkfooster@nwacc.edu) · <http://gkfooster.com>

**Office Hours:** E-mail is the best way to reach me, if I'm not in the office. Office Hours are posted on my website at <http://gkfooster.com>, which will include any updates. Always check this website to see if I might not be in at certain times. I will be in my office (SC 327) and available virtually during these times. Exceptions will be noted on my website. However, due to social distancing, if you stop by, we will have to move to a larger room to talk.

**Grading Policy:** A letter grade will be assigned based on the standard percentage scale:

A 90-100  
B 80-89.9

C 70-79.9  
D 60-69.9

F below 60  
FP failure due to non-attendance

**Red-Letter Days:** All special dates related to this course can be found on the course outline and/or on myMathLab (exams dates, due dates, etc), if used. Dates related to NWACC policies (drop dates including Administrative, final week dates, etc) can be found on the NWACC Calendar page. It is the responsibility of each student to know where to find these dates. NWACC Calendar link: <https://www.nwacc.edu/academiccalendar.aspx>.

**ProctorU and other COVID-19 Information:** You can find information on the link of my website (<http://gkfooster.com>), "Information on classes with regards to COVID-19". This includes information on using ProctorU for your exams, which is required.

**FERPA Statement:** NWACC is committed to your right to privacy as outlined in the Family Educational Rights and Privacy Act. This means that I can only communicate grades with you in person, on My NWACC Connection or via email from you NWACC account.

**Students with Disabilities:** If you have a disability or medical concern, which you feel may impact your access to or progress in this course, please contact the Disability Resource Center (DRC). The DRC works with students and faculty collaboratively to coordinate reasonable academic accommodations for students. Once your registration with the DRC is complete, you should contact me privately to discuss your Accommodation Letter. The DRC is located in Room 114 on the first floor of the Student Center. For more information, please email (preferred) [disability@nwacc.edu](mailto:disability@nwacc.edu) or call the main office at (479) 986-4076.

**Academic Dishonesty Policy:** For equality purposes, your instructor reserves the right to clear your calculator of unapproved formulas and programs before each exam. No calculator with a CAS (Computer Algebra System) such as TI-89, TI-92, TI-Voyage or comparable utility is allowed in any class **and** no graphing calculator is allowed in any of the Calculus classes. The attempted use of a prohibited calculator or program is academic dishonesty and will result in a score of 0 with no possibility of the score being dropped or replaced. This also applies to all other forms of academic dishonesty including but not limited to: using formula sheets not provided by instructor or any notes, leaving the room and returning during an exam, copying from someone else's paper, or allowing someone to copy your paper. Further action will be taken according to the policy on Academic Honesty in the current College Catalog.

**Inclement Weather Policy:** Decisions on any closings or subsequent openings are made by the President or the President's designee. Such closings will be posted on the college web site, at <http://www.nwacc.edu>. Live Streaming and onLine classes should not be cancelled for any reason.

**Class Continuation Plan:** NWACC reserves the right to enact a class continuation plan in the event of class cancellations due to weather or other emergency events. The instructor will maintain continuity using myMathLab, Canvas or other alternate means as determined by the instructor. You will be contacted via your established communications channels with instructions. Students will be expected to continue with assignments. Online classes will continue to operate according to schedule. Consideration may be given for exceptional circumstances. Note: for online classes, there will be NO cancellation of any class for any reason, including inclement weather.

**Canvas Limitations:** Just a reminder, no assignments will be posted to Canvas for any of my courses. In courses using myMathLab (MML), no grades will be posted on Canvas, since myMathLab has a gradebook. If myMathLab is not being used in any of my courses, then grades will be uploaded into Canvas gradebook.

**Course Issues:** Please contact me first with any questions or concerns with the class. If you have concerns about the class that you do not wish to discuss further with me, please contact the math department co-chairs: Joe Timpe at (479) 986-4006 or [jtimme@nwacc.edu](mailto:jtimme@nwacc.edu); Amber Holtz at (479) 986-4007 or [aholtz@nwacc.edu](mailto:aholtz@nwacc.edu).

**NWACC General Policies Link:** <https://nwacc.instructure.com/courses/854631/pages/syllabus-policies>