MATH 41 Instructor Syllabus

Fall 2025

Instructor:	Nick Payne (he/him/his)	**Time:**	MTWF 12:20 – 13:10 (Sec 004) MTWF 15:35 – 16:25 (Sec 005)
Email:	payne.n@psu.edu	**Place:**	013 Huck Life Sciences Bldg

Important Note: This syllabus is a "living" document, meaning that it may change throughout the semester. I reserve the right to make changes and adjustments as necessary. All such changes will be communicated to students when they occur.

This instructor syllabus acts as an addendum to the course syllabus. You are responsible for reading and abiding by the information provided in both syllabi.

Instructor Office: 321 McAllister Building

Office Hours: Tuesdays 9:00a - 10:00a and Wednesdays 4:45p - 5:45p in my office
If you'd like to meet with me at a different day/time, please send me an email to schedule an appointment.

Textbook: "Precalculus: Functions and how they change", by Crauder, Evans, and Noell.

Achieve access to ebook and online homework platform ISBN: 9781319305369

Attendance Policy: Attendance will not be taken for class and is not a direct component of the course grade. Please do not attend class if you are feeling unwell. Course notes will be posted after each class, and other resources are available to help you catch up on any missed material.

With that said, class attendance is incredibly useful to personal learning and success, and I highly encourage every student to attend. Keeping up with material is instrumental to your success and continued learning. In addition, quizzes will take place during class that are a fundamental component of the grade.

Communication Policy: I will respond to any email sent during the week within 24-48 hours, excluding weekends and university breaks (meaning, for instance, if you write to me on Friday afternoon, you might not receive a response until Monday - so please plan accordingly). If you send me an email after 5pm, I will usually respond the next business day. If you do not hear from me within 48 hours, please send me a follow-up email or remind me in class. Please use your Penn State email address when communicating with me.

I encourage students to use office hours, and welcome emails and/or appointments if the posted times do not work. I cannot know you are struggling unless you tell me. The sooner you reach out, the quicker I can help – so please do not hesitate to send me a message or talk to me.

SDR Accommodations: If you have accommodations through SDR, please send me an email with your SDR letter as soon as possible so we can meet to discuss your accommodations and how I can best support you. Accommodations *cannot* be provided retroactively.

Assessments

Exams: We will have four exams as part of this course – three 75-minute exams during the semester and a cumulative final exam during the week of finals. Exam rooms will be announced later. Consult the department syllabus for policies on conflict and makeup exams, as well as the missed exam policy. The dates and times for the three semester exams are as follows:

Exam #1 ..... 09/25/2025, 6:15-7:30 PM
Exam #2 ..... 10/22/2025, 6:15-7:30 PM
Exam #3 ..... 11/17/2025, 6:15-7:30 PM

Quizzes: Quizzes will be administered in-class more or less on a weekly basis. There will be 12–13 quizzes throughout the semester, each covering material that was on the homework due on the previous day. Unless otherwise stated, quizzes will be at the beginning of class.

Online Homework: Online homework will be assigned through Achieve, including section homework and Learning Curves. If you unsure as to whether you will be staying in this class, you may enroll in Achieve for free for two weeks. At the end of the two weeks, you will need to purchase a license for access.

Written Homework: Students are responsible for ensuring their work is uploaded correctly and completely by the deadline. Homework submissions will be done through Gradescope - more information will be discussed during the first week of class. Illegible, blank, unopenable and/or incorrectly submitted assignments will receive a grade of zero if they cannot be graded. Only one assignment is allowed to be resubmitted if done incorrectly, so ask questions early to learn how to submit correctly. Assignments submitted after the deadline without previously requesting an extension or because of extenuating circumstances will not be graded.

Course Grades:

Formative Assessment	300 points
Written Homework	100 Points
Online Homework	100 Points
In-Class Quizzes	100 Points
Summative Assesments	450 Points
Exam 1	100 Points
Exam 2	100 Points
Exam 3	100 Points
Final Exam	150 Points
Total Possible Points	750 Points

Your lowest scoring quiz, online homework, and written homework will be dropped from the grade calculation. See the LA Sessions section for details about other possible quiz grade adjustments.

Extension and Late Policies

Quizzes: If you are late for a quiz, you may start late (if there is time left) and you will have the amount of time that the class has left - you will not receive extra time from being late. Quizzes missed due to absence or lateness can be made up only if you are able to present university-approved documentation or have previously discussed your absence with me. Makeup quizzes must be completed within 72 hours from the regular quiz, unless in the case of prolonged illness or other circumstances.

Homework: Extensions due to extenuating circumstances (within reason) will be given on both online and written homework assignments if you email me at least 24 hours prior to the deadline. Assignments submitted up to 24 hours after the deadline without previous discussion with me will be subject to a 10% late penalty. No submission will be accepted and no deadline will be extended more than 24 hours after the original deadline unless you are able to present university-approved documentation.

Other

Calculators: When permitted, only the TI-30XIIS calculator or equivalent is allowed to be use on quizzes and exams. Calculators will be not allowed on quizzes unless otherwise announced. Using a calculator that is not allowed on a quiz or exam will result in a zero.

LA Sessions: Each week, the learning assistants (LAs), who are part of the instructional team, hold multiple sessions. Attending these sessions will be part of an attendance grade. These sessions are a continuation of

what we will be discussing in class. By attending these sessions, you (the student) are strengthening your skills and understanding of the content.

- Students who participate in the evening LA sessions tend to perform, on average, 5-8% higher on course exams than students who do not attend the sessions.
- Students who regularly worked in groups in class (with the help of LAs and instructors for 10 – 20 minutes during lectures) and attended evening sessions regularly have seen their overall grades improved by almost a full letter grade.

For more information about evening LA sessions, sessions schedule, and some of the benefits of attending the sessions, please see Canvas.

Academic Integrity Policies: The Department Syllabus provides information about academic integrity policies for this course. Please note, any use of artificial intelligence (AI) software, including (but not limited to) ChatGPT, Gemini, or Claude, is not permitted in any part of this course without prior permission. Usage of AI includes, but is not limited to, the following: asking the software to solve problems, asking it to check your answer(s) to problems, and asking it to write and/or edit free-response answers to problems.

Exams Review Material: There is a detailed list of materials available to prepare for each exam located on Canvas.

Classroom Protocol and Keys for success in the course:

- Attendance is essential. It is the student's responsibility to obtain copies of lecture notes for any missed lectures.
- Cell phone usage and sleeping in class will not be allowed or tolerated.
- Take notes and ask for clarification when necessary. Be an active participant in the classroom. Class participation is the key to success. Ask any questions; there are no stupid questions.
- Try to preview the content before class. Follow the tentative schedule of lectures on the department syllabus (last few pages) and preview the sections in the textbook or e-book.
- Start your homework assignments early. Always start with the online assignments, then transition to the written assignments.
- Review your notes and homework to help you prepare for your quizzes or assessments.
- Group work is an integral part of our class time. When working together, respect your peers, the LAs, and the instructor. The classroom is a team environment where all inputs and ideas are valued. The goal is for all of us to work together and help one another.
- Group work is highly encouraged in and outside of class time, but not on exams.
- Attend Student Hours / Office Hours regularly.
- Attend the Evening LA Sessions regularly.