Metropolitan State College of Denver  
Department of Mathematical and Computer Sciences  
MTH 1410 Calculus I  
Fall Semester, 2016  
Course Policies

Instructor: Dr. William D. Emerson  
Office: Science 3019  
Telephone: 303-556-3930 Voice mail is available but e-mail is preferred.  
e-mail: emersonb@msudenver.edu  
If I haven’t answered an email within 24 hours please send it again.  
Dropbox: I will email you a link to a Drop Box folder that will contain class notes, solutions to exams, etc.  
Office Hours: My official office hours are MW 1:00-1:50, TR 10:00-11:25. Normally I am on campus for long periods of time, you are welcome to stop by anytime that I’m in. If you have conflicts with these office hours I am also available for additional hours by appointment.  
Grading: Your final average for this course will be determined according to the following weights:  

- Webwork Problems 0.10  
- Mathematica Worksheets 0.10  
- exams(4) 0.60  
- final 0.20  

Your final grade will be determined according to the traditional 60-70-80-90 scale. I will drop the lowest of the four exams when computing the exam average.  
Exams: Exams will be given on the following dates:  

- September 13  
- October 11  
- November 8  
- December 6  
- ??? (final)
Make-Up Exams:  No make-up exams will be given under any circumstances. If you
miss an exam, that will be the exam which is dropped in the
computation of your exam average. If you miss more than one
exam, you will need to make arrangements with the instructor
about how your final average will be computed.

The final exam may be made up only upon presentation of verifi-
able written evidence that uncontrollable circumstances prevented
the student from taking the final. The instructor will be the sole
determiner of whether the circumstances warrant a make-up final.

Cell Phones:  Cell phones must be turned off during class - no cell phone use,
including texting, will be permitted during class time. Calculators
on cell phones are never permitted on exams.

Dean’s Statement: Students are responsible for full knowledge of the provisions and
regulations pertaining to all aspects of their attendance at MSU
Denver, and should familiarize themselves with the policies found
the following website:

https://www.msudenver.edu/advising/student/academicpolicies/

Alternatively, students may find the following website usefull:

http://mcs.msudenver.edu/degrees/courses/policies

Behavior:  Students are allowed to speak to the instructor and to the class
as a whole after being recognized by the instructor. Private con-
versations between students disrupt the learning environment and
are not allowed. Students violating this policy will be given one
warning and will then be asked to leave the classroom.

NC Policy:  The NC policy has changed recently. For a 100% refund the date
is Sunday, August 28 and for a 50% refund the date is Wednes-
day, September 7. The last day to obtain an NC is Wednesday,
November 9. This is a hard deadline and will be enforced as such.
The department will not approve any late NC requests. Students
must request an NC through MetroConnect; faculty approval is no
longer required.

Snow Days:  The decision to close the Auraria campus due to snow is made on
the basis of whether the snow on campus can be cleared. Unfor-
nately, that does not reflect snow conditions throughout the rest
of the metropolitan area or on the roads leading to the campus.
Therefore, I have established the following policy: If either Jeffer-
son County or Denver Schools are closed because of snow, I will
not attempt to drive to campus and you may consider the class
cancelled.
Gateway: In order to receive a passing grade for this course, students must demonstrate basic skills in integration on a Gateway Exam. The passing level for this exam is 95\% and it will be given once during a regular class period. Students may retake the exam in my office, during office hours, after it has been given in class. The maximum number of attempts at the exam for any one day is two. After two failures, students must wait until the next day to retake the exam. Students who are passing the course, but do not pass the Gateway Exam, will be given an incomplete for the class. Students who are failing the course will receive an F, whether or not they have passed the Gateway Exam.