

COURSE SYLLABUS
MA 147, ELEMENTARY STATISTICS

*This information is to be completed by the instructor for the course.

I. *INSTRUCTOR INFORMATION

- A. Name:
- B. Office:
- C. Office Phone Number:
- D. E-mail Address:
- E. Office Hours:

II. COURSE INFORMATION

- A. Elementary Statistics, MA 147, 3 Semester Hours
- B. *Semester, Section number
- C. *Class meeting time (days, time, location)
- D. Prerequisites: Minimum ACT mathematics score of 22 or MA 100 or higher
- E. Course Description: This course includes descriptive statistics, probability, confidence intervals, tests of hypotheses, and appropriate applications.
- F. Course Objectives: The primary objective of this course is to make available to the student a standard first course in basic applied statistics with applications from various fields. Other objectives include:
 - 1. To provide an overview of the broad applicability and utilization of statistical methods.
 - 2. To provide enrichment in the statistics area.
 - 3. To prepare students for further study in applied and theoretical statistics.



III. TEXTBOOK AND SOFTWARE

A. Textbook: *Understandable Statistics: Concepts and Methods*, Brase and Brase, 11th Edition.

**The following statement may be included if using the online version of the textbook. Otherwise, this part may be omitted.*

Note: Some homework will be done on the computer using MindTap software. The MindTap software is REQUIRED for this class. The text is included as an e-textbook version in the MindTap subscription. YOU DO NOT NEED TO PURCHASE A BOOK SEPARATELY unless you would like a copy of the print version.

B. *Software: MindTap Student Access Kit (optional - see above)

C. *Calculator Policy:

IV. *ATTENDANCE POLICY

Include attendance policy.

V. *GRADING PLAN

Include information on the number and type of evaluation methods (exams, quizzes, labs, homework, papers, etc.) with point or percentage values for each. The final exam must be worth at least 25% of the final grade.

VI. FINAL EXAM

A. *Include date, time, and location.

B. The final examination is a COMPREHENSIVE, departmental, multiple choice exam.

VII. GRADING SCALE

Grades will be assigned according to the following scale:

A 90% - 100%

B 80% - 89%

C 70% - 79%

D 60% - 69%

F Below 60%

VIII. *GENERAL COMMENTS BY INSTRUCTOR

Include any additional comments. *Must include the following statement:*

The official method of communication at UNA is UNA Portal, with emphasis placed on University email.

IX. **ACCOMMODATIONS** In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the University offers reasonable accommodations to students with eligible documented learning, physical and/or psychological disabilities. Under Title II of the Americans with Disabilities Act (ADA) of 1990, Section 504

of the Rehabilitation Act of 1973, and the Americans with Disabilities Amendment Act of 2008, a disability is defined as a physical or mental impairment that substantially limits one or more major life activities as compared to an average person in the population. **It is the responsibility of the student to contact Disability Support Services to initiate the process to develop an accommodation plan.** This accommodation plan will not be applied retroactively. Appropriate, reasonable accommodations will be made to allow each student to meet course requirements, but no fundamental or substantial alteration of academic standards will be made. Students needing assistance should contact Disability Support Services (256-765-4214).

- X. **TITLE IX** The University of North Alabama has an expectation of mutual respect. Students, staff, administrators, and faculty are entitled to a working environment and educational environment free of discriminatory harassment. This includes sexual violence, sexual harassment, domestic and intimate partner violence, stalking, gender-based discrimination, discrimination against pregnant and parenting students, and gender-based bullying and hazing. **Faculty and staff are required by federal law to report any observations of harassment (including online harassment) as well as any notice given by students or colleagues of any of the behaviors noted above.** Retaliation against any person who reports discrimination or harassment is also prohibited. UNAs policies and regulations covering discrimination and harassment may be accessed at www.una.edu/titleix. If you have experienced or observed discrimination or harassment, confidential reporting resources can be found on the website or you may make a formal complaint by contacting the Title IX Coordinator at 256-765-4223.

XI. **ACADEMIC HONESTY POLICY** Students of the university academic community are expected to adhere to commonly accepted standards of academic honesty. Allegations of academic dishonesty can reflect poorly on the scholarly reputation of the University including students, faculty and graduates. Individuals who elect to commit acts of academic dishonesty such as cheating, plagiarism, or misrepresentation will be subject to appropriate disciplinary action in accordance with university policy.

Incidents of possible student academic dishonesty will be addressed in accordance with the following guidelines:

1. The instructor is responsible for investigating and documenting any incident of alleged academic dishonesty that occurs under the instructor's purview.
2. If the instructor finds the allegation of academic dishonesty to have merit, then the instructor, after a documented conference with the student, will develop a plan for disciplinary action. If the student agrees to this plan, then both instructor and student will sign the agreement. The faculty member will forward a copy of the signed agreement to the Office of Student Conduct for record-keeping purposes.
3. If the student disagrees with the instructor's proposed plan for disciplinary action and wishes to take further action, he/she is responsible for scheduling a meeting with the chair of the department where the course is housed to appeal the proposed disciplinary plan. The department chair shall mediate the matter and seek a satisfactory judgment acceptable to the faculty member based on meetings with all parties. If a resolution is reached, the disposition of the case will be forwarded to the Office of Student Conduct. If a resolution at the departmental level is not reached and the student wishes to take further action, he/she is responsible for scheduling a meeting with the dean of the college where the course is housed to appeal the proposed disciplinary plan. The college dean shall mediate the matter and seek a satisfactory judgment acceptable to the faculty member based on meetings with all parties. If a resolution is reached, the disposition of the case will be forwarded to the Office of Student Conduct. If a resolution at the college level is not reached and the student wishes to take further action, he/she is responsible for scheduling a meeting with the Vice President for Academic Affairs and Provost (VPAA/P) to appeal the proposed disciplinary plan. The VPAA/P shall mediate the matter and seek a satisfactory judgment acceptable to the faculty member based on meetings with all parties. After reviewing all documentation, the VPAA/P may, at his/her discretion, choose either to affirm the proposed action, to refer the case to the Office of Student Conduct for further review, or to dismiss the matter depending on the merits of the case. The final disposition of the case will be disseminated to appropriate parties, including the Office of Student Conduct.
4. If a student is allowed academic progression but demonstrates a repeated pattern of academic dishonesty, the VPAA/P may, after consultation with the Office of Student Conduct,