

Math 362 Class Policies – Spring 2017

Instructor: Dr. Kurt Ludwick

Contact: keludwick@salisbury.edu / 410-543-6549

Office Hours: 108 Devilbiss hall; MWRF 11-12, T 2-3, and by appointment

Textbook: “Formal Languages and Automata,” Sixth Edition, by Peter Linz

Class Meetings: MWRF, 1-1:50PM, 109 Henson Hall

Objectives

The purpose of this course is to introduce students to the basics of the theory of computation. Topics covered will convey the theoretical foundations on which computer science is built. This course is intended for computer science majors and mathematics majors with an interest in computer science.

Tests

There will be three midterms and a final exam. Each midterm will count for 1/4 of your semester average going into the final exam. See "Evaluation" (below) to learn how the final exam affects your course grade.

Tentative test dates

Test #1: Monday, February 27

Test #2: Friday, March 31

Test #3: Friday, April 28

Final Exam: Thursday, May 18, 1:30-4:00 PM

The “tentative” test dates are subject to change, if necessary. Any changes to these dates will be announced in class with as much advance notice as possible. The final exam date and time is in accordance with the [Salisbury University Final Exam Schedule](#).

If you *cannot* be in class on a test date, please let me know as soon as possible – preferably well in advance of the test date – and be ready to provide written verification for your excuse if requested. If I accept your reason for missing the test, then I will attempt to arrange to have you take the test at an alternative time and location. If we are unable to make such arrangements, then your grade on the missed test will be determined by your performance on the final exam, homework assignments, and/or whatever others factors I determine to be appropriate.

Homework

Collected Homework:

There will be frequent collected homework assignments. These assignments will usually consist of a few exercises from the text. The work you turn in for collected homework assignments is expected to be neat, legible and well organized. If your collected homework is difficult to read or is poorly organized, then it will not be accepted. If more than one sheet of paper is being turned in, make sure your name is on each page, and clip or staple the pages together.

Each collected assignment will be graded according to a “check” system, which is based primarily on whether you made a sincere effort to complete the assignment:

- A checkmark (or “check”) grade indicates that the assignment was adequately done – not necessarily that it is entirely correct, but rather that you made a reasonable attempt, showed your work and/or explained your answers, and clearly put an appropriate amount of time and effort into the assignment.

- A check-plus indicates superior work – that is, your answers are entirely (or almost entirely) correct and well explained, with all necessary work shown. Also, a check-plus requires that the above policies on neatness, legibility, etc. are followed. (For example – an assignment on which all answers are correct and well justified, but which is difficult to read or otherwise sloppy, will receive only a check rather than a check-plus.)
- A check-minus indicates inadequate work that is only minimally acceptable but inadequate due to low quality of work and/or what appears to be insufficient time and effort spent on the assignment.
- Homework that is unacceptable – that is, which shows little to no effort, or is completely disorganized and/or impossible to read – will be returned ungraded. In this case, you will receive no credit for the assignment.

The details of how the check system will be converted into a percentage score are as follows: each “check” grade will count as 80% *or* your test average, whichever is higher (so that getting checks or better on all homeworks can only help your grade, not hurt it); each “check plus” will count as 100%; each “check minus” will count as 50%.

Late homework may or may not be accepted, at my discretion. In most such cases, your grade will be reduced as a result of handing in your homework late.

Recommended Homework: As we move through the textbook, I will often identify certain problems from the text as “recommended homework” – these are problems that will not be collected or graded, but which (in my opinion) would be good ones for you to work on if you have time. (You are, of course, welcome and encouraged to work on other problems from the textbook as well, not just the ones I recommend!) As you certainly know from previous experience, spending time out of class working on problems and examples from the textbook is vital to learning the material and being prepared for exams.

Quizzes

I may occasionally give short quizzes on recently covered material. Quizzes may be given in class, or they may be given as take-home assignments to be turned in at the next class meeting. Quizzes may or may not be announced ahead of time. Any quiz grades will be incorporated into your homework score.

Collected homework (including quizzes) will count for 1/4 of your semester average going into the final exam.

Evaluation

Your semester average up to, but not including, the final exam, will be the average of four scores: your three test scores, and your homework score.

Once your semester average is calculated, your grade for the course is determined by your letter grade on the final exam, as indicated by the Course Grade Table (see below). On the table, your semester average (not including the final) indicates your row of the table; your letter grade on the final exam then determines your overall grade for the course.

Here is a list of possible final exam grades, with explanations as needed. All percentage ranges/estimates take into account any "curve" that may be used in scoring the exams.

- A+ – requires a 100% score (curved) on the final exam
- A – 90-99% score
- B – 80-89%
- C – 70-79%
- D – 60-69%
- "D-minus" – 40-59%. This is technically a failing grade for the exam itself, but for the purpose of calculating course grades, I distinguish between an D- (which indicates *some* degree of preparation and understanding of course content, even if not at a passing level) and an F.
- F – less than 40%. This grade is given to a student who demonstrates a complete lack of preparation. This is counted as the equivalent of not showing up for the final exam at all.

COURSE GRADE TABLE

	COURSE GRADE			
<u>Average going into the final exam</u>	A	B	C	D
High A (95%-100%)	C	D-	F	---
Low A (90%-94%)	B	D-	F	---
High B (85%-89%)	A	D	D-	F
Low B (80%-84%)	A+	C	D-	F
High C (75%-79%)	---	B	D	D-
Low C (70%-74%)	---	A	D	D-
High D (65%-69%)	---	A+	C	D-
Low D (60%-64%)	---	---	B	D
High F (50%-59%)	---	---	---	D
Low F (0% - 49%): F for the semester, regardless of final exam grade.				

Examples:

- Suppose you had an 83% average going into the final. This would put you in the "Low B" row of the table, which means (reading across that row of the table) that you would earn an A for the course by getting an A+ on the final. If you did not get an A+ on the final, then you would need at least a C on the final exam to get a B for the course. If you did not get a C or better on the final, then a D- on the final exam would give you a C for the course. The "F" in the next column indicates that if you failed the final, you would still get a D for the semester.
- Suppose you had a 99% average going into the final. This puts you in the "High A" row of the table. This row indicates that you would get an A for the course as long as you earned a C or better on the final exam. However, if somehow you didn't get a C or better on the final exam, then a D- or better on the final would still give you a B for the course. An F on the final would drop you all the way down to a C for the course.
- Suppose you had a 72% average going into the final. The "Low C" row of the table indicates that an A on the final exam would give you a B for the course; otherwise, a grade of D or better on the final would give you a C for the course. If you didn't get a D or better on the final exam, then an E on the final would give you a D for the course. An F on the final exam would result in an F for the course.

See me if you have any questions about how to read the course grade table.

Attendance

As a student in this class, you are expected to attend all class meetings. You are responsible for all material covered in class, including test dates and homework assignments. If you know that you must miss a particular class meeting, let me know ahead of time, and make sure to get the notes and assignments me or from a classmate.

If you miss class more than once per three weeks on average, or are late more than once per week on average, then your grade going into the final exam *may* be lowered by as much as one letter grade, at my discretion. If you are at risk of a grade penalty due to attendance and/or late arrivals, you will receive a warning before any such penalty is applied. Extenuating factors (illness, family emergencies, etc.) will be taken into consideration.

Collaboration

Students are encouraged to form study groups, and to discuss any problems from the text that are not being turned in as homework. However, for graded assignments, you should be working on your own. The standard that applies to any writing-intensive course applies here as well: if you turn in an assignment with *your* name on it, you are asserting that what you have turned in is entirely *your* own work.

Academic Integrity

Unless specifically instructed otherwise, you are to do your own work on all graded assignments such as tests and collected homework. A student who is caught cheating on any graded assignment will receive a zero on that assignment, and may (at my discretion) receive an F for the course as well. If you receive an F for the course due to academic misconduct, you will not be permitted to withdraw to avoid the F on your grade report. For more details, please read the University policy on academic misconduct:

<http://www.salisbury.edu/provost/AcademicMisconductPolicy.html>

Electronic Device Policy

Any device capable of receiving calls, text messages, etc. is to be turned off and kept out of sight during class meetings - particularly during tests. (Note that this means you cannot use such a device as your calculator during a test.)

Computers and/or tablets may be used during class meetings (except during tests, at which time they are prohibited). Any such use during class must be appropriate to the classroom environment (e.g. taking notes, or finding a web page that is relevant to current class discussion). If your activity is inappropriate and/or distracting to any of your classmates, then you will be asked to discontinue using your device for the rest of the class meeting.

Repeated violations of this policy may result in a grade penalty, at my discretion.

Grade Notification

I intend to periodically post grades on MyClasses. To find out where you stand in the course, consult MyClasses or (preferably) come to my office to discuss your grades confidentially. At the end of the semester, I intend to post final exam and course grades on MyClasses as soon as quickly as possible.

Disability Support Services

If you require an accommodation in this course due to the effects of a documented disability, contact me as soon as possible to arrange for a meeting to discuss accommodations. In particular, see me For further information on Salisbury University's disability accommodations, visit the Disability Support Services website: <http://www.salisbury.edu/students/dss/>

Henson School Course Repeat Policy

This course is subject to the Henson School Course Repeat Policy. The short version of this policy is that a student is allowed to repeat a Henson course (due to a poor grade or withdrawal on the first attempt) at most one time without special permission. For more details, visit the Henson Course Repeat Policy page at http://www.salisbury.edu/henson/advising/course_repeat_policy.html .

If you have any questions about the class policies or about the course in general, please send me an email or drop by my office to ask. In particular, please address any questions or concerns about the class policies during the drop-add period (i.e. the first week of classes).

Kurt Ludwick (keludwick@salisbury.edu)

1/26/17