

Foundations of Algebra – Fall 2024

Math 0305 - 601

Instructor Information: Jacqueline Fowler B022 (LBK Downtown Center - Basement)
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Office Hours: M/W: 8:00 – 9:30, 10:45 – 11:00, 12:45 – 1:00, 2:45 – 4:00 F: 8:00 – 9:30 am

Required Materials: Printed notes from Blackboard, pencils, erasers

Blackboard: Blackboard is an online course management system that SPC uses for course information. All course materials can be accessed through Blackboard. For questions regarding Blackboard support call 806-716-2180 or email blackboard@southplainscollege.edu.

Communication: All emails need to be sent through your SPC email account to my SPC email account. Do **not** use your personal email. I will try to respond to all emails within 24 hours, but sometimes it may take longer. You **must** include your name and class on every email. Be professional in your messages. Do **not** use all caps or text language.

Attendance: Course attendance will be taken. Per South Plains College math department policy, you will be administratively dropped from the course if your number of missed submissions goes over 20% of all submissions.

Withdrawal Policy: As required by Texas Education Code Section 51.907, all new students who enroll in a Texas public institution of higher education for the first time beginning with the 2007 fall semester and thereafter, are limited to six course drops throughout their entire undergraduate career. All course drops, including those initiated by students or faculty and any course a transfer student has dropped at another institution, automatically count toward the limit. After six grades of W are received, students must receive grades of A, B, C, D, or F in all courses. There are other exemptions from the six-drop limit and students should consult with a Counselor/Educational Planner before they drop courses to determine these exemptions. Students receiving financial aid must get in touch with the Financial Aid Office before withdrawing from a course. It is the student's responsibility to drop. Excessive absences will result in an administrative withdrawal with a Grade of X or F. If you plan to withdraw, please consult with the instructor immediately. **Note: The last day to drop with a grade of W is Wednesday, December 4, 2024.**

Grading Formula: Completing all submissions and having a strong work ethic are important but do not guarantee a passing grade. However, these two things do increase the likelihood of passing. The final responsibility for learning lies with the student. The final letter grade for this course will be based on the following:

- Required Tutor Lab Attendance.....10%
- Assignments.....20%
- Exam 1.....20%
- Exam 2.....20%
- Comprehensive Final Exam.....30%

Final Grade Determination: A: 90 – 100 B: 80 – 89 C: 70 – 79 D: 60 – 69 F: 59 or below

Showing Work: To receive full credit on practice problems and exams, you must show all work that leads to your answers. The work must be legible, make sense and be easy to follow. All work and answers should be handwritten.

Required Tutoring Lab Attendance:

- You must attend the tutoring lab provided by South Plains College to get assistance and practice for 60 minutes (1 hour) weekly.
- When you arrive at the Tutoring Lab, check in on the Penji app to get credit for your attendance.
- A week is from Monday through Friday.
- Your grade will be computed by finding the ratio of the minutes you attended the tutoring lab over the required 60 minutes ($\frac{\text{attended minutes}}{60} \cdot 100$).

Quizzes: Quizzes will be given and taken during class. you are absent on the day a quiz is given, you will not be allowed to take the quiz at a later time and you will receive a zero.

Participation: Participation will include completed homework and Math Skills Assignments. Homework will be checked weekly during class. If you are absent on a day that homework is checked, you will not be allowed to turn it in at a later time, and you will receive a zero. Math Skills Assignments will be completed in Blackboard. If you do not complete the assignment before the deadline, you will not be allowed to take it at a later time, and you will receive a zero.

Exams: Three exams will be given and taken during class with the last exam being a comprehensive final exam. When time expires, all questions not completed will be counted wrong, and you will not be allowed to finish the exam. If you are absent on the day an exam is given, you will not be allowed to take the exam at a later time and you will receive a zero.

Academic Dishonesty: Academic dishonesty will not be tolerated. Please see the list of things that constitute plagiarism and cheating in the general Math 0305 syllabus. If you violate anything on those lists, you will receive a zero on the assignment and could be subject to other actions outlined in the South Plains College Student Code of Conduct. Please note that these actions could include failing the course and being expelled from the college.

Resources:

- Blackboard! The course syllabus, calendar, gradebook, notes handouts, and assignments will be available on Blackboard.
- I am available to help you! Feel free to email me at jfowler@southplainscollege.edu. When you email me, please give me time to respond. If you email about a specific math question, please attach a picture of the question and the work that you have tried.
- Peer tutoring is available via SPC and is required for this course. The link is in Blackboard.
- Free tutorial videos are available at the following sites: <https://www.mathtv.com/> and <https://www.khanacademy.org/>.

Succeeding in a Math Class:

- Be mentally present! Pay attention and ask questions in class.
- Plan ahead. Do notes and practice problems early enough before the due date that you will have time to ask questions or seek help if you need it.
- Get help as soon as you feel yourself falling behind! Don't wait!
- All notes printouts and practice problems for the course are posted on Blackboard. If you want to get ahead, that is encouraged. Time management is crucial.
- I have found that the best way for a student to study for a math exam is to practice working problems over and over.
- Everyone learns and studies differently. I encourage you to seek out and find what works best for you.

Common Course Syllabus – Math Department Policies

Department: Mathematics, Engineering, and Computer Science
Course Number: MATH 0305

Discipline: Mathematics
Course Title: Foundations of Algebra

Available Formats: conventional and internet

Campuses: Levelland, Plainview Center, Lubbock Downtown Center

Course Description: This course is a study of fundamental mathematics principles and concepts to help prepare students for math corequisites. Topics include performing basic arithmetic operations on integers, fractions, and decimals; performing calculations involving exponents and order of operations; solving application problems involving proportions, percent, and fractions; simplifying algebraic expressions and solving linear equations; application problems involving linear models; graphs of linear equations in two variables; applying rules of exponents; and operations on polynomials. The course includes a non-course competency-based lab option that will require students to work with academic coaches, peer tutors, or online supplemental tools outside of the prescribed class meeting time to help develop skills, strategies, and reasoning needed to succeed in mathematics, including communication and appropriate use of technology. This course will not satisfy graduation requirements.

Prerequisite: This course is designed for students who test between 910-949 with a diagnostic level of 1-3 or TSIA: ABE Math Level 3-4.

Credit: 3 **Lecture:** 2 **Lab:** 2

Textbook: No textbook required, course materials will be provided on Blackboard

Supplies: Please see the instructor's course information sheet for specific supplies.

This course partially satisfies a Core Curriculum Requirement: No

Student Learning Outcomes: Upon completion of this course and receiving a passing grade, the student will be able to:

1. Add, subtract, multiply and divide real numbers.
2. Use the order of operations to simplify an expression.
3. Simplify algebraic expressions.
4. Solve linear equations.
5. Translate and solve word problems.
6. Solve linear inequalities.
7. Graph equations in two variables by the intercept method and the slope intercept method.
8. Evaluate expressions using exponent rules.
9. Add, subtract, multiply and divide polynomials.

Student Learning Outcomes Assessment: Comprehensive Final Exam

Course Evaluation: There will be a comprehensive departmental final exam given by all instructors.

Attendance/Student Engagement Policy: Attendance and effort are the most important activities for success in this course. The instructor maintains records of the student's engagement throughout the semester. The student will be allowed to miss twenty percent (20%) of class assignments for the semester, *for any reason*. Should this number be exceeded, the instructor has the right to drop the student with a grade of F or an X, depending on the instructor's discretion.

South Plains College Policies

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Missing in-text citations.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain an unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

Student Code of Conduct Policy: Any successful learning experience requires mutual respect from the student and the instructor. Neither the instructor nor the student should be subject to others' rude, disruptive, intimidating, aggressive, or demeaning behavior. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title IX Pregnancy Accommodations, CARE Team, and Campus Concealed Carry, please visit <https://www.southplainscollege.edu/syllabusstatements/>.

South Plains College policies, return to campus plan, and protocols regarding COVID-19 can be found here: <https://www.southplainscollege.edu/emergency/covid19-faq.php>.

*****Note: The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.**

Tentative Course Outline

Changes will be announced in class and posted in Blackboard.

Week	Monday	Wednesday	Due by 5 pm in Blackboard
1	Aug 26 Introduction Notes 1	Aug 28 Notes 2 Quiz 1 - Syllabus	Sep 1 Study Skills 1 Study Skills 2 Inventory and Tips
2	Sep 2 Labor Day HW 1 and 2 due	Sep 4 Notes 3 Quiz 2 - Notes 1 and 2	Sep 8 Study Skills 3 Time Management
3	Sep 9 Notes 4 HW 3 due	Sep 11 Notes 5 Quiz 3 - Notes 3 and 4	Sep 15 Study Skills 4 Overcoming Anxiety
4	Sep 16 Notes 6 HW 4 and 5 due	Sep 18 Notes 7 Quiz 4 - Notes 5 and 6	Sep 22 Study Skills 5 Read and Use Material
5	Sep 23 Exam 1 (Notes 1 - 7) HW 6 and 7 due	Sep 25 Notes 8	Sep 29 Study Skills 6 Note-Taking
6	Sep 30 Notes 9 HW 8 due	Oct 2 Notes 10 Quiz 5 - Notes 7 and 8	Oct 6 Study Skills 7 Resources
7	Oct 7 Notes 11 HW 9 and 10 due	Oct 9 Notes 12 Quiz 6 - Notes 9 and 10	Oct 13 Study Skills 8 Improving Memory
8	Oct 14 Notes 13 HW 11 and 12 due	Oct 16 Notes 21 Quiz 7 - Notes 11 and 12	Oct 20 Study Skills 9 Preparing for a Test
9	Oct 21 Notes 14 HW 13 and 21 due	Oct 23 Notes 15 Quiz 8 - Notes 13 and 21	Oct 27 Study Skills 10 Test Strategies
10	Oct 28 Exam 2 (Notes 1 - 15 and 21) Hw 14 and 15 due	Oct 30 Notes 16	Nov 3 Study Skills 11 After Test Behavior
11	Nov 4 Notes 17 HW 16 due	Nov 6 Notes 18 Quiz 9 - Notes 16 and 17	Nov 10
12	Nov 11 Notes 19 HW 17 and 18 due	Nov 13 Notes 20 Quiz 10 - Notes 18 and 19	Nov 17 Study Skills 12 Preparing for Final Exam
13	Nov 18 Notes 22 HW 19 and 20 due	Nov 20 Notes 23	Nov 24
14	Nov 25 Notes 24 HW 22 and 23 due	Nov 27 Thanksgiving	Dec 1
15	Dec 2 Review for Final Exam Quiz 11 - Notes 23 and 24	Dec 4 Review for Final Exam	Dec 10
16	Dec 9 NO CLASS	Dec 11 8:00 - 10:00 AM Final Exam (Notes 1 - 24)	