



Department of Mathematics and Computer Science

Syllabus

Math 0315.034IN Fall 2025

Foundations of Algebra

Online Course

Student hours and location:

Instructor: Sheri Aajul

Instructor E-mail: saajul@com.edu

Virtual Student Hours: Four half-hour zoom links to student/office hours are in D2L Brightspace content but I also send out weekly emails are sent out at the start of office hours with links. Students should feel free to ask both MATH0315 and MATH 1314 questions. My office hours are on Sunday from 12:30 PM – 2:30 PM. I care about your mastery of course material and I am happy to help you. There are no office hours on the holiday 11/30/2025 but you are always welcome to send email.

Important Note: Internet is Required. You must opt in to inclusive access when registering for the course. If you opted out please go to the bookstore and opt in immediately.

This course uses Brightspace with integrated MyMathLab (MML) and COM email, so please check your email regularly. You will need access to the internet to gain access to course materials. *Some devices like iPads/tablets and cellphones present problems with gaining access to quizzes/tests, so they are not acceptable devices for this class.* If you do not have your own internet access, you should be able to get access on campus in the library.

1. Required Textbook/Materials:

This course uses MyLabMath w/ Pearson e-text for Intermediate Algebra with Integrated Review 8th edition" by Tobey, Slater, and Blair, ISBN-13: 9780135909812. An electronic copy of the text is integrated into MyLab Math, so no hardcopy text is needed (unless you want one.) Use the schedule found on this syllabus to determine the chapter/section to read. The multimedia textbook has embedded videos and worked examples so it is a huge help to master course material. Be sure to make a list of important formulas and ideas.

A scientific calculator (like a TI 30) is needed for this course while a TI 84 graphing calculator is recommended for MATH1314 (but you could use the TI-30 or the TI-84 for both classes.) A TI 89 or higher cannot be used in this course, nor any internet accessing nor Computer Algebra System (CAS) or other artificial intelligence calculator. Do not use stored programs beyond what comes pre-packed in the calculator.

MyLab Math (Pearson)

Access to Pearson MyLab is inclusive so if you opted out then you must opt back in ASAP. You can access Brightspace directly from the COM homepage <http://www.com.edu> (scroll down to the bottom of the page and click on the button for D2 Brightspace) or via <http://com.brightspace.com>. Please access MyLab Math via D2L Brightspace (in the content section of our course). Click on MyLab Math then click on Pearson. You will have to register if you have not used Pearson at College of the Mainland before. A document in D2L walks you through using the MyLab Math course. The best browsers for MyLab Math are Chrome and Safari. **You will need to allow pop-ups.** (You can query the internet to learn how to do this in your browser, if needed.) Note that MyLab Math contains course text, multimedia, homework, quizzes, tests and grades so if you opted out of *MyLab Math*, your course grade will be zero.

2. Course Description: This course is designed to develop skills and understanding in the following areas: basic algebra concepts to include exponents, factoring and radicals; relations and functions, inequalities, algebraic expressions, and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. Prerequisites/co-requisites: Prerequisite of TSIA2 Math Diagnostic 4. This course does not transfer.

3. Course requirements:

Homework Assignments

There is an assigned homework for each section to be completed online using MyLab Math. Starting on Test 2 material, most homework allows late submission with a 20% penalty on problems submitted after the due date, except if close to an exam or end of course, then there is no late submission option. Penalty applies to late problems and not necessarily to the entire assignment. Late close dates are as follows: All Test 1 homework closes on 8/31/25; All Test 2 homework closes on 9/14/25; All Exam 3 homework closes on 9/21/25; and all Exam 4 homework closes on 9/28/25; Final exam homework closes on 11/23/2025. Please keep up with the course and do not procrastinate.

Quizzes and Tests/Exam

There are four quizzes, four chapter exams and a comprehensive final exam. All of the quizzes and exams are to be done online using MyLab Math.

You may use your approved calculator (which does not access the internet, does not use artificial intelligence/CAS, or contain other than original stored programs) on all assessments. I suggest that you create a formula/concept sheet which has three columns, one for the name of the formula or concept, one for the formula or concept, and one for an example of the formula or concept. Study this document regularly and commit the formulas and concepts to memory, but keep the formula sheet handy in case you need it to check a problem on an assessment. If you really get stuck, you may use your hardcopy textbook, and homework and class notes on assessments (including your self-created formula sheet.) No other material or help is allowed and, in particular, please do not use external websites for assistance on assessments. Take pride in your learning and do your own work.

Students must submit written work for each of Tests 1 – 4, preferably within 60 minutes of exam submission (only Word documents with photos, pdf documents, or jpg files are

accepted.) Write your calculator manufacturer and type at the top of your written work or submit a jpg photo of it with your work. Submissions should have problems in order and be easy to read. Written work in MATH0315 is graded for submission only, not correctness. Write test questions with clear calculation steps or calculator entries. There is a 5% penalty (approximately one question) in MATH0315 for not submitting work properly. **Submissions must be made via email with work sent as an attachment. Do not send links.** Contact instructor with questions. **(Most students find it easiest to write work neatly in a notebook and take clear jpg photos of it then email the images to instructor as attachments.)**

Note: There is a new department policy this semester which requires students who score below 70% on an exam to attend one hour of online or in-person tutoring. A document called the Math Tutor Request Form is posted in the Administrative Material folder on D2L. You will need to have the tutor fill it out and email it as an attachment to me. There is 5% penalty on the next exam for failure to comply. Details on tutoring and this policy may be found toward the end of the syllabus in the Academic Success Resources section.

You can earn bonus points on the first exam (max exam score possible is 100%) by posting to the benefits of learning math discussion in Blackboard. The discussion is open until the first exam closes. In addition, at most 5 percentage points of extra credit is added to your final exam score (for a possible max score of 100%) for submission of a course evaluation if you send your instructor a screen-print attachment of your submission confirmation in a timely manner.

You can retake each quiz just once (with its time frame) to improve your score; the higher score will be the one that counts. The quizzes are open until their respective exams close and you can submit during that time frame without late penalty. There are no retakes on tests and final exam. Quizzes have time limits of two hours; Tests 1-4 as well as the final exam have time limits of two and one half hours. At most 4 percentage points of extra credit will be added to your final exam score (for a max score of 100%) for submitting a course evaluation.

4. Determination of Course Grade/Detailed Grading Formula:

Grades are located in MyMathLab. They will be synchronized to D2L once relevant tests close so the systems should match at the end of the semester.

Grading Formula:

The course grade will be determined by the following formula: Final Average = 64% Chapter Exam Average + 16% Final Exam + 10% Homework Average + 10% Quiz Average

End of Semester Grading Scale:

Grade A: Final Average in [90, 100]

Grade B: Final Average in [80, 90)

Grade C: Final Average in [70, 80)

Grade D: Final Average in [60, 70)

Grade F: Final Average in [0, 60)

5. Late Work, Make-Up, and Extra-Credit Policy: If you are unable to make a scheduled exam within the days specified in the course outline, you will be allowed to make up the exam provided that you notify the instructor before the end of the scheduled exam period and have a legitimate reason for not being able to take the exam.

6. Attendance Policy: Please try to be active in MyMathLab at least three times each week. In addition to time spent in doing homework, taking quizzes and exams it will be necessary to study using the course materials located both in MyLab and D2L (see folders for each Test), so plan to spend *at least* 4 hours per week to be successful in the class.

7. Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statement requiring monitoring and communication expectations via D2L or other LMS)

8. Table Mapping SLO's and Core Objectives

Upon successful completion of M01315 students will:

1. Define, represent and perform operations on real and complex numbers.
2. Recognize, understand and analyze features of a function
3. Recognize and use algebraic (field) properties, concepts, procedures (including factoring), and algorithms to combine, transform, and evaluate absolute value, polynomial, radical, and rational expressions.
4. Identify and solve absolute value and linear inequalities.
5. Model, interpret and justify mathematical ideas and concepts using multiple representations.
6. Connect and use multiple strands of mathematics in situations and problems, as well as to the study of other disciplines.

9. Academic Dishonesty: Do your own work on assessments. College of the Mainland is committed to a high standard of academic integrity. All students are responsible for honesty and independent effort. Incidents of academic and scholastic dishonesty (including cheating, plagiarism, and collusion) will be dealt with in a manner that is consistent with College Policy and the Student Handbook. Any student found to have been academically dishonest on an assignment, quiz or exam will receive a zero for that assignment, quiz or exam and he or she will be referred to the Office of Student Conduct for further disciplinary action. Please read the sections on *Standards of Student Conduct and Discipline and Penalties* in the on-line Student Handbook.

10. Concerns

If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact the Department Chair, Leslie Richardson, at (409) 933-8329, lrichardson@com.edu.

11. Course Calendar and Pacing: IMPORTANT: We move through MATH0315 pretty fast as the material we cover in MATH0315 is needed for success in MATH1314.

Date Range	MATH0315 Assignments/Assessments	Due Date	MATH1314 Assignments/Assessments
Week 1 8/18 – 8/24	Orientation Homework 1.4 Rules of Exponents (skip scientific notation) 1.5 Operations with Variables; Grouping Symbols 1.6 Evaluating Expressions/Formulas 2.1 First Degree Equations in One Variable <i>Quiz A (Sections 1.5, 1.6 & 2.1)</i>	8/24/2025	Students work on 0315
Week 2 8/25 – 8/31	2.4 Solving Word Problems 2.6 Linear Inequalities 2.3 Absolute Value Equations 2.8 Absolute Value Inequalities Test 1 (1.4, 1.5, 1.6, 2.1, 2.3, 2.4, 2.6, & 2.8)	8/31/2025	Students work on 0315
		9/3/2025 <i>Census Day</i>	
Week 3 9/1 – 9/7	3.1 Graphing Linear Equations with Two Unknowns 3.2 Slope of a Line 3.3 Graphs and the Equations of a Line <i>Quiz B (Sections 3.1, 3.2 & 3.3)-</i> 4.1 Systems of Linear Equations in 2 Variables 4.3 Applications of Systems of Equations	9/7/2025 <i>Holiday 9/1/2025</i>	Students work on 0315
Week 4 9/8 – 9/14	Test 2 (3.1, 3.2, 3.3, 4.1 & 4.3) 5.1 Polynomial 5.4 GCF, Factoring by Grouping 5.5 Factoring Trinomials 5.6 Special Cases of Factoring <i>Quiz C (Section 5.4, 5.5 & 5.6)</i>	9/14/2025	Students work on 0315
Week 5 9/15 – 9/21	5.8 Solving Equations by Factoring Test 3 (5.1, 5.4, 5.5, 5.6 & 5.8) 5.3 Synthetic Division 6.1 Rational Expressions: Simplifying, Multiplying, Dividing 6.2 Add/Subtract Rational Expressions	9/21/2025	Students work on 0315

Week 6 9/22 – 9/28	7.6 Complex Numbers 3.6 Graphing Functions from Equations Quiz D (Sections 7.6 & 3.6) Test 4 (5.3, 6.1, 6.2, 3.6 & 7.6) <i>Students start MATH 1314</i> <i>(Remember: There is still a Final Exam Homework and Final Exam in this course)</i>	9/28/2025	Orientation Homework 1.1 Introduction to Graphs
Week 7 9/29 – 10/05	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	10/05/2025	1.2 Functions and Graphs 1.3/1.4 Linear Functions and Equations 1.5 Zeros of Linear Functions Quiz 1: Sections 1.1-1.5 2.1 Increasing/Decreasing Piecewise Functions
Week 8 10/06 – 10/12	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	10/12/2025	2.2 Algebra of Functions 2.3 Composition of Functions 2.5 Transformations of Functions Exam 1 (Chapters 1 & 2, excluding 2.4)
Week 9 10/13 – 10/19	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	10/19/2025	3.2 Quadratic Functions 3.3 Graphs of Quadratic Functions 4.1 Polynomial Functions 4.2 Graphs of Polynomial Functions <i>(see TI-84 handout on D2L BrightSpace)</i>
Week 10 10/20 – 10/26	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	10/26/2025	4.3 Remainder, Factor Theorems 4.5 Rational Functions Quiz 2 Finding Zeros (over 3.2, 4.3 & 4.5) Exam 2 (Chapters 3 and 4)
Week 11 10/27 – 11/02	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	11/02/2025	5.1 Inverse Functions 5.2 Exponential Functions 5.3 Logarithmic Functions Quiz 3 Graphing Techniques (over 5.1-5.3)
Week 12 11/03 – 11/09	Students work on 1314; Review for Final Exam Homework (open early and closes 12/1/2024)	11/09/2025 11/14/2025 W-Day	5.4 Properties of Logarithmic Functions 5.5 Exponential, Logarithmic Equations 5.6 Modeling with Exponential and Logarithmic Functions

Week 13 11/10– 11/16	Students work on 1314; Review for Final Exam Homework (open early and closes 11/23/2025)	11/16/2025	Exam 3 (Ch. 5) 6.2 Solving Linear Systems 3-D 6.3 Solving Linear Systems 2-D via Gaussian/Gauss-Jordan Elimination (see D2L material on TI-84 calculator)
Week 14 11/17 – 11/23	Students work on 1314; Review for Final Exam Homework Due	11/23/2025	Quiz 4 (over 6.2 & 6.3) Review for Final Exam Homework <i>Students also work in 0315</i>
Week 15 11/24 – 11/30	<i>Comprehensive Final Exam opens on Monday, 11/24/2025</i>	Holiday 11/27/2025 – 11/30/2025	<i>Comprehensive Final Exam opens on Monday, 11/24/2025</i>
Week 16 12/1 – 12/04	<i>Comprehensive Final Exam closes on Monday, 12/1/2025</i>	0315: 12/01/2025 1314: 12/01/2025	<i>Comprehensive Final Exam closes on Monday, 12/1/2025</i>

Academic Success Resources

Tutoring

The Tutoring Center is here to support your academic success! They offer free, personalized academic assistance through one-on-one tutoring, available both in person and online. Do you need help after hours? Tutor.com provides 24/7 support and is accessible through your D2L course shell. Whether you're looking to master course material or boost your learning habits, we're here to help. For more information, visit <https://www.com.edu/tutoring>, email us at tutoringcenter@com.edu, or contact the COM tutoring center at 409-933-8703

Success Coaching

The Math Success Coach is here to help you navigate this course and stay on track both academically and personally. Support is offered through one-on-one coaching sessions covering topics such as time management, goal setting, stress management, study habits, and motivation. Whether you're overcoming challenges or aiming to improve your performance, the Math Success Coach provides encouragement, accountability, and practical tools for success. Email successcoaching@com.edu for more information.

Mandatory Tutoring Policy: Students who fail (below a 70%) any chapter exam must attend a one-hour tutoring session before the next scheduled exam. The session will target areas where the student needs improvement. To verify attendance, students must submit a signed form from their tutor. The form is in our D2L course in the Administrative Material folder. Failure to complete this requirement will result in a 5-point penalty from their overall grade on the next chapter exam. Students can either go to the Tutoring Center or make an appointment online. Students can log in and make appointments for a tutoring session by going to the Tutoring Center page on the college web site or use the link <https://com.mywconline.com/>

Institutional Policies and Guidelines

Grade Appeal Process: Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook <https://www.com.edu/student-services/student-handbook.html>. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: AccessibilityServices@com.edu

Location: COM Doyle Family Administration Building, Student Success Center

Textbook Purchasing Statement: A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Withdrawal Policy: Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1st 8-week session is October 1. The last date to withdraw from the 16-week session is November 14. The last date to withdraw for the 2nd 8-week session is November 25.

FN Grading: The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you

will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

Resources to Help with Stress:

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at deanofstudents@com.edu or communityresources@com.edu.

Nondiscrimination Statement:

The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.