

Instructor Information: Gabriela Peña, <u>gpena3@com.edu</u> Office: **STEAM 325-07** Office Phone #: 409-933-8182 Leave a Message Google Voice #: 409-242-0281

Student hours and location: Online Office hours by appointment set via email

Required Textbook: The textbook for this course is: **Prealgebra, Eighth Edition, By Elayn Martin-Gay, Pearson Education.** Textbooks and/or courseware will be available through VitalSource digitally. Cost of the course materials: \$70.30, which has already been paid for with your tuition. The course materials will be available on the first day of class and you will be given the opportunity to opt-out of the e-book prior to the census day of the class. If you choose to opt out then you will not be able to submit any of your assignments, which will lead to not being successful in the class. You will receive an email with more information about the use of the course materials closer to the start of the semester. The homework and quizzes as well as the e-text and videos for this course are online at mymathlab through Brightspace.

Textbook Purchasing Statement: E-Book via MyLab Math in Brightspace - D2L (No Purchase Necessary, unless you Opt Out)

Course Description: This course prepares students for a college-level courses in either Statistical Reasoning or Contemporary Mathematics. Topics include numeracy with an emphasis on estimation and fluency with large numbers; evaluating expressions and formulas; rates, ratios, and proportions; percentages; solving equations; linear models; data interpretations, including graphs and tables; verbal, algebraic and graphical representations of functions; exponential models.

Course requirements (including description of any special projects or assignments):

- 1. Four Chapter Tests
- 2. Comprehensive Final Exam
- 3. Online Homework Assignments (My Math Lab/Brightspace)
- 4. Online Quizzes (My Math Lab/Brightspace)

Determination of Course Grade/Detailed Grading Formula (methods of evaluation to be employed to include a variety of means to evaluate student performance):

<u>My Math Lab</u> Homework	15%
Quiz Average	10%
Chapter Exam (Each Exam is 15%)	60%
Final Exam	15%

Homework Assignments on MyLab Math: There is a homework assignment for each section covered in class. These are listed on the course outline beginning on **page 4** of this syllabus. Twenty percent will be deducted from the score of a homework assignment if it is finished by it is due. Although the homework is online at mymathlab.com, and the answers are entered online, you should write your work on paper, neatly showing all steps, and keep it in your notebook with your lecture notes for future reference. Both may serve as an aid for preparing for quizzes and exams, and as a place to begin when seeking assistance from your instructor, the math lab, or from your peers. The student has several attempts to answer a question correctly on the homework assignments.

Quizzes on MyLab Math: There are four quizzes which relate to the student learning outcomes. They are to be done on MyLab Math. Unlike the homework assignments, the quizzes must be taken in one sitting, they are timed, and the student only gets one attempt to answer each question. The quizzes can only be taken twice. If not taken by its due date 20% will be deducted. The higher of the two grades will be used to determine the student's quiz average. The scores on these quizzes will be averaged in with the quiz grades on MyLab Math.

Four Chapter Exams: There are four exams which cover the chapters in the textbook. The exams are given on the dates listed on the Course Outline. The student has one hour and twenty minutes to take each exam. There are no make-up exams **unless** the student notifies the instructor in writing before the exam and the professor determines if it is a legitimate reason. If you are permitted to make-up the exam, there is a deadline for completing the exam, and if the deadline is not met, the score for the exam will be recorded as a zero. Exams may not be retaken. However, if the grade on the final exam is higher than the lowest chapter exam grade, the final exam grade will replace the one lowest chapter exam grade. The final exam will replace your lowest test score.

Grading Scale:

- Grade A: Final Average is [89.5, 100]
- Grade B: Final Average is [79.5, 89.5)
- Grade C: Final Average is [69.5, 79.5)
- Grade D: Final Average is [59.5, 69.5)
- Grade F: Final Average is [0, 59.5)

Grade I: Given unforeseen circumstances that result in the inability to successfully complete the course objectives, an I-Contract can be requested from the instructor assuming you meet the following criteria:

- 1. Have a passing overall average (70 or higher)
- 2. All work completed except for The Final Exam

Attendance Policy: Students at COM are expected to attend and participate in every session of all classes for which they are registered. Regular attendance is a critical component to being successful in courses. For this online class, you are responsible for watching the video and use the video notes for each section. There is a strong correlation between excessive absences and failing grades. If you do not make the time to watch these videos, it may lead to being unsuccessful in class. It is extremely difficult to succeed in this course without having good attendance.

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.

Student Learner Outcomes	SLO assessed via this assignment	SLO maps to Core Objective	Core Objective assessed via this assignment
1. Apply the language and notation of sets.	Quiz 1	Critical Thinking Skills (CT)	Question on Test 1
2. Determine the validity of an argument or statement and provide mathematical evidence.	Quiz 2		
3. Solve problems in mathematics of finance.	Quiz 6	Communication Skills (CS)	Question on Test 4
 Demonstrate fundamental probability/counting techniques and apply those techniques to solve problems. 	Quiz 3		
 Interpret and analyze various representations of data. 	Quiz 4	Empirical and Quantitative Skills (EQS)	Question on Test 3
6. Demonstrate the ability to choose and analyze mathematical models to solve problems from real- world settings, including, but not limited to, personal finance, health literacy, and civic engagement.	Quiz 5		

Student Learning Outcomes:

Academic Dishonesty: 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 a quiz or test will receive a zero on that quiz or test and forfeit the chance to retake. In addition, he or she will be referred to the Office of Student Conduct for further disciplinary action. For the second offense, students will be given an "F" for the class. Please read the sections on *Standards of Student Conduct and Discipline and Penalties* in the on-line Student Handbook.

The scientific calculator TI-30XIIS is required for this course. Graphing calculators and unapproved calculators are not permitted when testing. Using a calculator for tests that is not approved will be considered cheating.

Student 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, Mr. Leslie Richardson at (409)933-8329.

Course outline:					
Week	Dates	Math 0308-033	Due Dates		
1	June 5	Syllabus- Welcome Video	June 8		
	June 5	2.1 Introduction to Integers	June 8		
	June 5	2.2 Adding Integers	June 8		
	June 6	2.3 Subtracting Integers	June 9		
	June 6	2.4 Multiplying and Dividing Integers	June 9		
	June 6	2.5 Order of Operations	June 9		
	June /	2.6 Solving Equations: Review of the Addition and Multiplication Properties	June 10		
	June 7	Quiz 1: Chapter 2 9.1 Distographic Day Craphy, Histography, Ling Craphy, and Introduction to Statistics	June 10		
	June 7	8.2 Circle Graphs, Bai Otaphs, Histograms, Line Otaphs, and infroduction to Statistics	June 10		
	June 8	8.2 The Rectangular Coordinate System and Paired Data	June 11		
	June 8	8.4 Graphing Linear Equations in Two Variables	June 11		
	June 9	8.5 Counting and Introduction to Probability	June 12		
	June 9	Review for Test 1	June 12		
2	June 12	Exam 1: Chanters 2 and 8	June 12-13		
2	June 13	3.1 Simplifying Algebraic Expressions	June 16		
	June 13	3.2 Solving Equations: Review of the Addition and Multiplication Properties	June 16		
	June 14	3.3 Solving Linear Equations in One Variable	June 17		
	June 15	3.4 Linear Equations in One Variable and Problem Solving	June 18		
	June 16	Ouiz 2: Chapter 3	June 18		
3	June 20	4.1 Introduction to Fractions and Mixed Numbers	June 22		
-	June 20	4.2 Factors and Simplest Form	June 22		
	June 21	4.3 Multiplying and Dividing Fractions	June 23		
	June 22	4.4 Adding and Subtracting Like Fractions, Least Common Denominator, and Equivalent Fractions	June 24		
	June 23	4.5 Adding and Subtracting Unlike Fractions	June 25		
4	June 26	4.7 Operations on Mixed Numbers	June 28		
	June 26	4.8 Solving Equations Containing Fractions	June 28		
	June 27	Review for Test 2	June 28		
	June 28	Exam 2: Chapters 3 and 4	June 29-30		
	June 29	5.1 Introduction to Decimals	July 1		
	June 30	5.2 Adding and Subtracting Decimals	July 2		
5	July 3	5.3 Multiplying Decimals and Circumference of a Circle	July 6		
	July 5	5.4 Dividing Decimals	July 7		
	July 6	5.5 Fractions, Decimals, and Order of Operations	July 8		
	July 6	5.6 Solving Equations Containing Decimals	July 9		
	July /	5.7 Decimal Applications: Mean, Median, and Model	July 9		
6	July 10	Quiz 3: Chapter 5	July 12		
	July 10	6.1 Katios and Kates	July 12		
	July 11 July 11	6.2 Proportions and Problem Solving	July 13		
	July 12	Review for Test 3	July 13		
	July 12 July 14	Exam 3: Chanters 5 and 6	July 14-15		
7	July 17	7.1 Percents Decimals and Fractions	July 20		
,	July 17	7.2 Solving Percent Problems with Equations	July 20		
	July 18	7.3 Solving Percent Problems with Proportions	July 20		
	July 19	7.4 Applications of Percent	July 22		
	July 20	7.5 Percent and Problem Solving: Sales Tax, Commission, and Discount	July 23		
8	July 24	7.6 Percent and Problem Solving: Interest	July 27		
	July 24	Quiz 4: Chapter 7	July 27		
	July 25	9.2 Perimeter	July 28		
	July 26	9.3 Area, Volume, and Surface Area	July 28		
	July 27	9.4 Linear Measurement (US & Metric units of length)	July 29		
	July 28	9.5 Weight and Mass (US & Metric units of weight and mass)	July 30		
9	July 31	9.6 Capacity (US & Metric units of volume)	August 1		
	July 31	9.7 Temperature and Conversions Between the U.S. and Metric Systems	August 1		
	August 1	Review for Test 4	August 2		
	August 2	Exam 4: Chapters 7 and 9	August 2-3		
	August 3	Review for Final Exam	August 4		
	August 4	Comprehensive Final Exam	August 4-6		
10		Only Math 1332			

PLEASE NOTE: The syllabus is subject to change at the discretion of the instructor. Census Day – June 13, 2023 W-Day – July 31, 2023

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 <u>Student Handbook 2022-2023 v4.pdf (com.edu)</u>. 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 at 409-933-8919 or <u>klachney@com.edu</u>. The Office of Services for Students with Disabilities is located in the 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 5-week session is June 30. The last date to withdraw from the 10-week session is July 31. The last date to withdraw for the 2nd 5-week session is August 4.

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 <u>https://www.com.edu/community-resource-center/</u>. 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 <u>deanofstudents@com.edu</u> or <u>communityresources@com.edu</u>.