Math 0315.037IN
Foundations of Algebra
Spring 2022
Internet Class

Instructor Information: Alan Bigos, abigos@com.edu, 409-933-8327

Student hours and location: 325-16 Steam

M&W: 11:00 – 12:15pm   T&Th: 3:00 – 4:35pm   F: 9:00 – 10:50am

I am also available outside of official office hours. Email or leave a voice message and we will arrange a time for a face to face or virtual meeting.

Required Textbook/Materials: You are required to purchase a regular access code for MyMathLab to access the eText for the textbook and all course assignments. A hard copy of the textbook is recommended, but not required. The textbook for this course is: Intermediate Algebra, 8th edition, by Tobey, Slater, Blair and Crawford by Pearson**.**

Student Downloads: Additional material (handouts, etc.) can be found in the Student Downloads folder on the One Drive. There are 2 ways to access this folder. Option 1: Click on the link in MML. (For security purposes, it may ask you for your come email and login.) Option 2: Log in to Office 365 on the COM website. Go to the One Drive and click on the shared tab.

Course Description: This course is designed to develop skills and understanding in the following areas: relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. This course does not transfer.
Course requirements:
Four regular Tests (My Math Lab)
Comprehensive final exam (My Math Lab)
Online Homework Assignments (My Math Lab)
Online Quizzes (My Math Lab)

Determination of Course Grade/Detailed Grading Formula:

Tests

The regular Tests as well as the Final Exam are taken online using MML. Tests must be completed within the time window. There is also a time limit to complete the test once you start it. Students who complete a test on the first day it is available with have 2 points added to their score.

Online Homework

The homework assignments appear in My Math Lab. After material is covered in class, you will have a maximum of 3 days to complete the related homework for full credit. You have unlimited tries to get every question right. You should begin the assignments as soon as possible after the material is covered in class. Although the homework is online, you should write out your work and put it in your notebook so you can study from it later. If you do not have a permanent My Math Lab access code by Test 2, problems completed with a temporary access code will not count towards your final grade. This means your recorded homework grade will be zero.

MyMathLab Quizzes: There are 4 timed quizzes which roughly cover the first half of the material found on each upcoming test. They are to be done online at mymathlab.com. To take a quiz, you must first unlock it by completing at least 70% of the homework from the related sections. If your recorded score is below 70% due to late penalties, email me when you have completed 70% of the problems and I will manually unlock it. **If you do not unlock a quiz before the deadline, it will be recorded as zero.** You can take each quiz two times before the deadline. The higher score counts towards your final grade. The deadline for quizzes is usually 10 days after we finish covering the related material in class.

Accessing MyMathLab:
1. Log into My Math Lab:
    a. Go to www.pearsonmylabandmastering.com
    b. Click the Login button and enter your Login Name and Password
    c. Click on the appropriate class: **bigos75177**
    d. Click on HOMEWORK button and then the homework assignment you wish to do.

2. Use the "Show Me How" aids when needed and complete the homework assignment.
3. Enter your answers then click the CHECK ANSWER button.

4. If needed, click the SIMILAR EXERCISE button to redo the exercise. Note: You should score at least 80% before moving on to the next section.

5. If the submitted answer is correct, click on the SAVE button to send your results to the gradebook. Your grade will show up in the GRADEBOOK and will be automatically accessible by your instructor.

6. Click on the next question to continue.

7. If your score does not save properly, send me an email indicating the specific question and section number with a picture of your written work attached.

Class Participation

To maximize learning, students must be actively engaged in the classroom. Staring at the board doesn't cut it. You need to be listening to the discussion, taking notes, asking questions, and helping to maintain a learning atmosphere. Some specific behaviors that we are trying to avoid are "tuning out", not taking notes, and playing with your phone. When you are in class but not participating, you are communicating to the other students that they are wasting their time. That means that you are not only hurting yourself but others as well.

Grading Scale:

The following weighting system will be used to determine your overall average.

Comprehensive Final Exam	**15%**
Regular Exams	**60%**
MyMathLab Homework	**20%**
Quizzes	**5%**

Your letter grade will be determined by your overall average using the following 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 or Fn: 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.

(Retaking the placement test does not affect your grades in this course. Your grade will be based on the information outlined above.)

Grade W: If you drop the class after census day, your official grade will be W, regardless of how much of the coursework has been completed. Keep in mind that if you drop a class that is linked to another, you will be dropped from both.

Late Work, Make-Up, and Extra-Credit Policy:

All work other than the final must be completed by the day before the scheduled Final. Students will be allowed to substitute 1 low test score with their Final Exam score. **There are no retakes.**

Homework Assignments: You many continue to work on homework assignments after the deadline. Problems from regular homework assignments completed after the deadline will have their scores reduced by 10% for each day late. **You will need to type in the password "late" to gain access to homework problems after the deadlines.** Homework assignment deadlines will be adjusted at the end of the semester. You will have to manually open each assignment to remove any previous late penalties.

Online Quizzes: Quizzes not taken by the due date will have their first attempt scored as zero. Quizzes will be reopened after test 4 for students that have not yet used their second attempt. You will still need to meet the minimum homework scores to unlock quizzes.

Tests: Officially, there are no makeup tests. If you can provide documentation for special circumstances, we can explore options. Students who complete the online course evaluation will have 2 points added to their score on Test 4.

The deadline for completing all work (other than the final) is the day before The Final.

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. Students should consult with their instructors when it becomes necessary to miss a class. Students are required to attend all classes. College of the Mainland recognizes no excused absences other than those prescribed by law.

Since this is an internet course, attendance/participation is based on your progress in MML. If you stop making progress, your last date of attendance will be the last date that you logged into MML and made meaningful progress, not just logging in to say you logged in.

Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. You should also use your COM email when you register for MML. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

Student Learner Outcomes: Upon successful completion of MATH 0320, 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. Model, interpret and justify mathematical ideas and concepts sing multiple representations.
7. Connect and use multiple strands of mathematics in situations and problems, as well as to the study of other disciplines.

Academic Dishonesty: Any incident of academic dishonesty will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams is an extremely serious offense and will result in a **grade of zero** on that exam and the student will be referred to the Office of Student Conduct for the appropriate disciplinary action.

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 Leslie Richardson at 409-933-8329 or lrichardson@com.edu.

Course outline:

This is a tentative schedule. As the semester progresses, adjustments may be needed.

Week	Date	Sections
1	1-18	Orientation Assignment Due 1-21
		1.5 Operations with Variables & Grouping Symbols Due 1-22
		1.6 Evaluating Variable Expressions & Formulas Due 1-22
	1-19	2.1 First Degree Equations with One Unknown Due 1-23
		2.4 Solving Word Problems Due 1-23
	1-21	2.6 Linear Inequalities Due 1-24
2	1-24	2.3 Absolute Value Equations Due 1-27
		Quiz 1 (1.5, 1.6, 2.1, 2.3, 2.4) Due 2-3
	1-26	2.8 Absolute Value Inequalities Due 1-29
		Review for Exam 1 Due 1-29
	1-28	**Exam 1 (1.5 – 2.8) Due (1-28 to 1-30)**
		3.1 Graphing Linear Inequalities Due 1-31
3	1-31	3.2 Slope of a Line Due 2-3
		3.3 Equations of Lines Due 2-3
	2-2	**Quiz 2 (3.1 – 3.3) Due 2-12**
		4.1 Systems of Linear Equations Due 2-5
	2-4	4.3 Applications of Systems of Equations Due 2-7
4	2-7	Review for Exam 2 Due 2-9
	2-9	**Exam 2 (3.1 – 4.3) Due (2-9 to 2-11)**
		1.4 Rules of Exponents (excluding scientific notation) Due 2-12
	2-11	5.1 Polynomials: Adding, Subtracting, Multiplying Due 2-14
		5.3 Synthetic Division Due 2-14
5	2-14	**Quiz 3 (1.4, 5.1, 5.3) Due 2-24**
		5.4 GCF & Factoring by Grouping Due 2-17
		5.5 Factoring Trinomials Due 2-17
	2-16	5.6 Special Case Factoring Due 2-19
		5.8 Solving Equations Using Factoring Due 2-19

2-18   Review for Exam 3   Due 2-20

6   2-21   **Exam 3 (1.4, 5.1 – 5.8) Due (2 -21 to 2-23)**
                    (Math 1324 assignments begin. See the Math 1324 Syllabus)
          2-23   6.1 Simplify, Multiply, Divide Rational Expressions   Due 2-26
          2-25   6.2 Add, Subtract Rational Expressions   Due 2-28
                   6.4 Rational Equations   Due 2-28

7   2-28   7.2 Radical Expressions and Functions   Due 3-4
                   7.3 Simplify Add Subtract Radical Expressions   Due 3-4

8   3-7   7.4 Multiply, Divide Radical Expressions   Due 3-14
                Quiz 4 (7.2 – 7.4) Due 3-17

        3-14   SPRING BREAK

9   3-21   7.6 Complex Numbers   Due 3-28

10   3-28   Review for Exam 4   Due 4-1

11   4-6   **Exam 4 (6.1 – 7.6) Due (4-6 to 4-8)**

12   4-11   Review for Comprehensive Final Exam   Due 4-18

13   4-20   **Comprehensive Final Exam   Due (4-20 to 4-22)**

The syllabus is subject to change at the discretion of the instructor.

Census Date: Feb 2
Drop Date: Apr 25

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://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf. *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.* https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf

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 Holly Bankston at 409-933-8520 or hbankston@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center.

Counseling Statement: Any student needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to set up their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

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 March 2. The last date to withdraw from the 16-week session is April 25. The last date to withdraw for the 2nd 8-week session is May 4.

F_N Grading: The F_N grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F_N 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 F_N grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F_N 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.

COVID-19 Statement: All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland's Coronavirus Information site at www.com.edu/coronavirus. In compliance with Governor Abbott's May 18 Executive Order, face coverings/masks will no longer be required on COM campus. Protocols and college signage are being updated. We will no longer enforce any COM protocol that requires face coverings. We continue to encourage all members of the COM community to distance when possible, use hygiene measures, and get vaccinated to protect against COVID-19. Please visit com.edu/coronavirus for future updates.