



**Syllabus**  
**for**  
**Math 0308.234CL**  
**Foundations of Math Reasoning**  
**Fall 2021**  
**MW 5:30 – 7:20 pm in STE 107**

**Professor:** Hayley Campbell  
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**Telephone:** 409-933-8244  
**Office:** STE 323

**Student hours and location:** Monday and Wednesday 5:00-5:30 pm in STE 107

**Required Textbook/Materials:**

You are required to purchase a regular access code for MyMathLab (MML) 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: Prealgebra, Eighth Edition, By Elayn Martin-Gay, Pearson Education.

**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:**

Four chapter tests  
Comprehensive final exam  
Online Homework Assignments (MML)  
Online Quizzes (MML)

## **Determination of Course Grade/Detailed Grading Formula:**

### **Tests**

The Tests will be written exams, which require complete, well-reasoned solutions written in detail; this means you must show all steps and proper work, or you will not be given credit for an answer. During Testing situations, make sure that all unnecessary items are put away. No backpacks or books on the desks. Make sure the proctor has a clear line of sight. Spread out. When possible, one student per table.

### **Final Exam**

The Final Exam will be a comprehensive multiple-choice exam. You should still organize your thoughts and show (on scratch paper) all steps needed, to work the problems correctly. Standard testing rules still apply.

### **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 six timed quizzes which relate to the six student learning outcomes. They are to be done online at [mymathlab.com](http://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](http://www.pearsonmylabandmastering.com)
  - b. Click the Login button and enter your Login Name and Password
  - c. Click on the appropriate class: **campbell74910**
  - 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.

### **Written Assignments**

It is essential that you can communicate mathematics in a non-verbal format. The Tests require you to communicate detailed steps written in an organized format. MyMathLab assignments do not give you practice with this very important skill. The written assignments provide you the opportunity to practice and develop these skills before you need to demonstrate them on Tests.

There will be 4 groups of written assignments, one for each regular Test. Written assignments are due at the beginning of class on the day of the associated test. You will be given a Written Assignment coversheet indicating the assigned problems and any special instructions before they are due. On test days, you will hand in your Written Assignments with the coversheet filled in. Written Assignments will be largely self-graded. Each problem is worth 1 point. To receive credit, you must write the original problem, show sufficient work, and arrive at a clearly stated answer. Count the number of problems which you think should receive credit for and put the number in the appropriate part of the coversheet. Do this for each section that was assigned. Be sure to note any missing problems. The instructor will spot-check the sections. If there are more points recorded for a section than the instructor feels are appropriate, no points from that section will count.

### **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 Formula:**

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

<b>Comprehensive Final Exam</b>	<b>15%</b>
<b>Chapter Exams</b>	<b>60%</b>
<b>MyMathLab Homework</b>	<b>20%</b>
<b>Quizzes</b>	<b>5%</b>

### **Grading Scale:**

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:**

Each class meeting is a unique experience involving interaction with other students and cannot be recreated. In-class participation cannot be made up. You are still responsible for what was covered. If you are unable to attend class, you will need to talk with another student or meet with the instructor (in person or virtually) outside of class. Obviously, not everyone will be able to have perfect attendance, for whatever reason. Just be aware that if you are not in the classroom, additional effort will be needed to stay caught up.

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 may 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.**

Written Assignments: The maximum possible score on a written assignment set will be lowered by 10% for each class meeting that the set is not turned in.

Online Quizzes: Quizzes not taken by the due date will be scored as zero.

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.

You cannot make-up classes, and it is your responsibility to be punctual and regularly attend class. It is in your best interest to attend all classes, be punctual, and not leave early. It is extremely difficult to succeed in this course without having good attendance.

In order to receive credit for attendance you must be in the classroom for the majority of the designated time and sign the attendance sheet for the appropriate time slot. Being in the tutoring or testing area does not count as being in class. Remember, it is your responsibility to sign in. You are still responsible for all the material covered whether you are in class or not.

**Tardiness Policy:**

If you arrive late, please quickly and quietly take your seat and get set up so that you can begin participating in class. If you are more than 5 minutes late or leave early, you may lose participation points. The more time that is missed, the more points will be taken off.

**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 Blackboard or other LMS)

**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:**

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

Week	Day	Sections Covered	Due Date
1	8/23	Introduction	
		2.1 Introduction to Integers	8-26
	8/25	2.2 Adding Integers	8-28
		2.3 Subtracting Integers	8-28
		2.4 Multiplying and Dividing Integers (start)	
2	8/30	2.4 Multiplying and Dividing Integers (finish)	9-2

		2.5 Order of Operations	9-2
9/1		2.6 Solving Equations: Review of the Addition and Multiplication Properties	9-4
		<b>Chapter 2 Quiz</b>	9-10
		3.1 Simplifying Algebraic Expressions	9-4
3	9/6	Labor Day (school closed)	
	9/8	3.2 Solving Equations: Review of the Addition and Multiplication Properties	9-11
		3.3 Solving Linear Equations in One Variable (start)	
4	9/13	3.3 Solving Linear Equations in One Variable (finish)	9-16
		3.4 Linear Equations in One Variable and Problem Solving	9-16
	9/15	4.1 Introduction to Fractions and Mixed Numbers	9-18
		Review for TEST 1 (Chapters 2 & 3)	9-18
5	9/20	<b>TEST 1</b>	
	9/22	4.2 Factors and Simplest Form	9-25
		4.3 Multiplying and Dividing Fractions	9-25
		4.4 Adding and Subtracting Like Fractions (start)	
6	9/27	4.4 Adding and Subtracting Like Fractions (finish)	9-30
		4.5 Adding and Subtracting Unlike Fractions	9-30
	9/29	4.7 Operations on Mixed Numbers	10-2
		4.8 Solving Equations Containing Fractions	10-2
		<b>Chapter 4 Quiz</b>	10-9
7	10/4	5.1 Introduction to Decimals	10-7
		5.2 Adding and Subtracting Decimals	10-7
		5.3 Multiplying Decimals and Circumference of a Circle	10-7
	10/6	5.4 Dividing Decimals	10-9
		5.5 Fractions, Decimals, and Order of Operations	10-9
8	10/11	5.6 Solving Equations Containing Decimals	10-14
		5.7 Decimal Applications: Mean, Median, and Mode	10-14
	10/13	6.1 Ratios and Rates	10-16

		Review for TEST 2 (Chapters 4 & 5)	10-16
9	10/18 10/20	<b>TEST 2</b> 6.2 Proportions 6.3 Proportions and Problem Solving <b>Chapter 6 Quiz</b>	10-23 10-23 10-30
10	10/25  10/27	7.1 Percents, Decimals, and Fractions 7.3 Solving Percent Problems with Proportions 7.2 Solving Percent Problems with Equations 7.4 Applications of Percent (start)	10-28 10-28 10-30
11	11/1  11/3	7.4 Applications of Percent (finish) 7.5 Percent and Problem Solving: Sales Tax, Commission, and Discount 7.6 Percent and Problem Solving: Interest 8.1 Pictographs, Bar Graphs, Histograms, Line Graphs, and Introduction to Statistics (start) Review for Test 3 (Chapters 6 & 7)	11-4 11-4 11-4 11-6
12	11/8 11/10	<b>TEST 3</b> 8.1 Pictographs, Bar Graphs, Histograms, Line Graphs, and Introduction to Statistics (finish) 8.2 Circle Graphs 8.3 The Rectangular Coordinate System and Paired Data	11-13 11-13 11-13
13	11/15  11/17	8.4 Graphing Linear Equations in Two Variables 8.5 Counting and Introduction to Probability <b>Chapter 8 Quiz</b> 9.2 Perimeter 9.3 Area, Volume, and Surface Area 9.4 Linear Measurement (US & Metric units of length) (start)	11-18 11-18 11-26 11-20 11-20
14	11/22  11/24	9.4 Linear Measurement (US & Metric units of length) (finish) 9.5 Weight and Mass (US & Metric units of weight and mean) 9.6 Capacity (US & Metric units of volume) 9.7 Temperature and Conversions Between	11-27 11-27 11-27



		the US and Metric systems	11-28
		Review for TEST 4 (Chapters 8 & 9)	11-28
15	11/29	<b>TEST 4</b>	
	12/1	Review for FINAL EXAM	12-4
16	12/6	FINAL EXAM	
	12/8	Student Conferences/Review for 1332 FINAL	

## 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](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](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](mailto: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](mailto:hbankston@com.edu). Counseling services are available on campus in the student center for free and students can also email [counseling@com.edu](mailto: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 1<sup>st</sup> 8-week session is October 6. The last date to

withdraw from the 16-week session is November 19. The last date to withdraw for the 2<sup>nd</sup> 8-week session is December 2.

Attendance and classroom participation is crucial for success. Excessive absenteeism greatly diminishes your chances of passing. Students who have 2 or more absences before census day and do not contact me about their intention to stay in the class may be dropped. I will not drop anyone after census day. It is the responsibility of the student to withdraw from the class in the admissions office if the student decides that he or she wants to withdraw. If you are taking this class with a co-requisite, you must drop both classes at the same time.

**F<sub>N</sub> Grading:** The F<sub>N</sub> grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F<sub>N</sub> 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<sub>N</sub> grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F<sub>N</sub> 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](http://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](http://com.edu/coronavirus) for future updates.