

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:

Being able to use a computer and gain access to the internet is necessary to complete the required homework assignments and quizzes.

Homework Assignments:

There is assigned homework for each section to be done online using *MyMathLab*. A review for each test will be posted in MML prior to taking each test. You are required to complete all homework and quizzes before taking each test. You are allowed to redo homework problems missed for full credit as long as you meet the deadline. After the deadline, a 20% penalty will be assessed on the homework assignment and can be worked on until the test covering that material is taken.

Quizzes and Exams:

There are four quizzes, four tests, and a comprehensive final exam. Quizzes will be taken online using *MyMathLab*. You can retake each quiz once to improve your score; the higher score will be the one that counts. The second quiz attempt must be completed within 48 hours of the first quiz. Quizzes must be completed in one sitting and are timed. **If you have problems with your computer or internet in the process of taking a quiz, contact the instructor immediately.** The four Unit tests and final exam will be traditional paper/pencil tests taken in class. There are no retakes on any of the four Unit tests or final exam.

Grading Formula

My Math Lab Homework	10%
Quiz Average	10%
Chapter Test Average	60%
Final Exam	20%

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

Grading Scale

Grade A: Final average of 90 through 100

Grade B: Final average of 80 through 89

Grade C: Final average of 70 through 79

Grade D: Final average of 60 through 69

Grade F: Final average below 60

Make-Up Policy

Quizzes-You cannot make up a quiz. You will have 48 hours from the posted date and time a quiz opens on My Math Lab to complete both attempts of the quiz.

Tests- You are only allowed to miss one Unit Test. You must notify the instructor, via text or email, on or before the scheduled test time that you will be missing the test. You will have one week to make up the missed test. You will have to schedule a time with the Testing center to make up the missed test. Procedures for scheduling a missed test are in MML and Blackboard. If you do not make up the missed test, the grade you make on the Final Exam will be substituted for the missing test grade. Any other missed tests will be given a grade of 0.

MyMathLab Homework:

There is an assigned homework for each section.

1. Log into *My Math Lab*:
 - Go to www.pearsonmylabandmastering.com
 - Click the Log In button and enter your Login Name and Password
 - Click on the appropriate class
 - 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.

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. If an emergency arises and you are unable to attend class, you are responsible for the material covered in class that day. Notify instructor of absence via text, email, phone or in person. In addition to time spent in class, it will be necessary to complete all homework and quiz assignments online and study, using the course material, at least 4 hours per week to be successful in the class.

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. I will respond to your email as quickly as possible (usually within 24 hours). **You must use your COM email address when registering for My Math Lab. It is your responsibility to check your COM email daily.** In case of an emergency, please contact me via my cell phone.

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 using 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: 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 be 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 of *Standards of Student Conduct and Discipline and Penalties* in the on-line Student Handbook

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 Mr. Leslie Richardson, Math Department Chair, at 409-933-8329 or lrichardson@com.edu.

Course Outline:

Week	Math 0320	Due Date
Aug 23 1	<i>MyLab Math Orientation – 90% required to gain access to homework.</i> 1.5 Operations with Variables & Grouping Symbols	Orientation due 8/25 1.5 due 8/25
Aug 25	1.6 Evaluating Variable Expressions & Formulas 2.1 First Degree Equations with One Unknown	1.6 & 2.1 due 8/27
Aug 27	2.4 Solving Word Problems 2.3 Absolute Value Equations	2.4 due 8/29 2.3 due 8/30
	Quiz A: Sections 1.5, 1.6, 2.1, 2.3 & 2.4 – Aug 29th-31th	Quiz A due 8/31
Aug 30 2	2.6 Linear Inequalities 2.8 Absolute Value Inequalities Review for Test 1 (handout)	2.6 & 2.8 due 9/1 handout due 9/1
Sept 1	Review for Test 1 Test 1: 1.5, 1.6, & Chapter 2	Test 1 due end of class
Sept 3	3.1 Graphing Linear Equations	3.1 due 9/8
Sept 6	Labor Day Holiday No Class	
Sept 8 3	Census Day 3.2 Slope of a Line 3.3 Equations of a Line	3.2 & 3.3 due 9/12
Sept 10	3.3 <i>continued</i> Quiz B: Sections 3.1-3.3 – Sept 12th -14th	Quiz B due 9/14

Sept 13	4.1 Systems of Linear Equations	4.1 due 9/15
Sept 15	4.3 Applications of Systems of Equations Review for Test 2 (handout)	4.3 due 9/17 Handout due 9/17
Sept 17	1.4 Rules of Exponents (exclude scientific notation) (Test 3 material)	1.4 due 9/22
Sept 20	Test 2: Chapters 3, 4 5.1 Polynomials: Adding, Subtracting, Multiplying	Test 2 due at 12:20 5.1 due 9/24
Sept 22	5.3 Synthetic Division 5.4 GCF, Factor by Grouping	5.3 & 5.4 due 9/26
Sept 24	5.5 Factoring Trinomials 5.6 Special Case Factoring	5.5 & 5.6 due 9/27
	Quiz C: Sections 1.4, 5.1, 5.3 – Sept 26th – 28th	Quiz C due 9/28
Sept 27	5.8 Solving Equations by Factoring Review for Test 3	5.8 due 10/1
Oct 1	Test 3: 1.4 & Chapters 5	Test 3 due end of Class
Oct 8	6.1 Rational Expressions, Simplifying, Multiply, Divide	6.1 due 10/15
Oct 15	6.2 Add/Subtract Rational Expressions 6.4 Rational Equations	6.2 & 6.4 due 10/22
Oct 22	7.2 Radical Expressions & Functions (Square Root only) 7.3 Simplifying, Adding & Subtracting Radicals	7.2 due 10/29 7.3 due 10/29
Oct 29	7.4 Multiplying, Dividing Radicals 7.6 Complex Numbers (exclude division) Test 4 Review (handout) Tet 4 Review - video	7.4 & 7.6 due 11/4 Test 4 Review due 11/4
	Quiz D: Sections 7.2, 7.3, 7.4 – Nov 1st – 3rd	Quiz D due 11/3
Nov 5	Test 4: Chapter 6 & 7.6	Test 4 due end of class
Nov 12	Final Exam Review	
Nov 19	Final Exam “W” Day	Final due end of class
Nov 22-27	Thanksgiving Holiday – Campus Closed 11/25-11/28	
Nov 29-12/3		
Dec 6-10		

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

Census Day – September 8th

W-Day – November 19th

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 career. 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 that is 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 setup 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 October 6. The last date to withdraw from the 16-week session is November 19. The last date to withdraw for the 2nd 8-week session is December 2.

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.

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.