

South Plains College
Common Course Syllabus: MATH 0315

Department: Mathematics, Engineering, and Computer Science

Discipline: Mathematics **Course Number:** MATH 0315 **Course Title:** Beginning Algebra

Available Formats: conventional/flex and internet

Campuses: Levelland, Reese, Plainview, and Lubbock Center

Course Description: This course is designed for those students who need MATH 0314 or MATH 0324 and did not score a minimum of 340 on the TSIA. It includes properties of signed numbers, algebraic expressions, linear equations in one unknown and geometry. Time in a math lab is required. This course will not satisfy graduation requirements. The course is required if testing indicates a need.

Prerequisite: Max score of 339 on TSIA without an ABE score or successful completion of NCBM 0105.

Credit: 3 **Lecture:** 3 **Lab:** 1 **This course partially satisfies a Core Curriculum Requirement:** No

Textbook/Supplies: Please see the instructor's course information sheet for specific supplies.

Student Learning Outcomes: Upon completion of this course and receiving a passing grade, the student will be able to:

1. Add, subtract, multiply and divide real numbers.
2. Use the order of operations to simplify an expression.
3. Simplify algebraic expressions.
4. Solve linear equations.
5. Translate and solve word problems.
6. Solve linear inequalities.
7. Graph equations in two variables by the intercept method and the slope intercept method.
8. Evaluate expressions using exponent rules.
9. Add, subtract, multiply and divide polynomials.
10. Factor polynomials.
11. Solve quadratic equations by factoring.

Student Learning Outcomes Assessment: None

Course Evaluation: There will be a comprehensive departmental final exam given by all instructors.

Attendance Policy/Student Engagement Policy: Attendance and engagement are the most critical activities for success in this course. The instructor maintains records of the student's attendance and submission of assignments throughout the semester. The student is expected to attend at least eighty percent (80%) of the **total** class meetings **and** submit at least eighty percent (80%) of the class assignments to have the best chance of success. If the student fails to meet these minimum requirements, the instructor can remove the student from the class with an X, upon their discretion, to help the student from harming their GPA. If the student cannot receive an X, the instructor will assign an F.

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Missing in-text citations.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain an unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

COVID-19 and Face Coverings: It is the policy of South Plains College for the Spring 2021 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. Such behaviors specifically include the requirement that all students properly wear CDC-compliant face coverings while in SPC buildings including in classrooms, labs, hallways, and restrooms. Failure to comply with this policy may result in dismissal from the current class session. If the student refuses to leave the classroom or lab after being dismissed, the student may be referred to the Dean of Students on the Levelland campus or the Dean/Director of external centers for Student Code of Conduct Violation. **Students who believe they have been exposed or may be COVID-19 positive, must contact Health Services, DeEtte Edens, BSN, RN at (806) 716-2376 or dedens@southplainscollege.edu.**

Student Code of Conduct Policy: Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

Diversity Statement: In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disability Statement: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the

Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Nondiscrimination Policy: South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy Accommodations Statement: If you are pregnant, or have given birth within six months, under Title IX you have a right to reasonable accommodations to help continue your education. To [activate](#) accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health and Wellness at 806-716-2362 or [email cgilster@southplainscollege.edu](mailto:cgilster@southplainscollege.edu) for assistance.

Campus Concealed Carry: Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php> Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

SPC Bookstore Price Match Guarantee Policy: If you find a lower price on a textbook, the South Plains College bookstore will match that price. The difference will be given to the student on a bookstore gift certificate! The gift certificate can be spent on anything in the store. If students have already purchased textbooks and then find a better price later, the South Plains College bookstore will price match through the first week of the semester. The student must have a copy of the receipt and the book has to be in stock at the competition at the time of the price match. The South Plains College bookstore will happily price match BN.com & books on Amazon noted as *ships from and sold by Amazon.com*. Online marketplaces such as *Other Sellers* on Amazon, Amazon's Warehouse Deals, *fulfilled by Amazon*, BN.com Marketplace, and peer-to-peer pricing are not eligible. They will price match the exact textbook, in the same edition and format, including all accompanying materials, like workbooks and CDs. A textbook is only eligible for price match if it is in stock on a competitor's website at time of the price match request. Additional membership discounts and offers cannot be applied to the student's refund. Price matching is only available on in-store purchases. Digital books, access codes sold via publisher sites, rentals and special orders are not eligible. Only one price match per title per customer is allowed.

Note: The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.

Math 0315.151 – Beginning Algebra Online – Summer 2021

Instructor Information: Jacqueline Fowler RC 223 E (Reese Campus - Building 2)
806-716-4640 jfowler@southplainscollege.edu

Office Hours: There are no scheduled office hours during the summer session.

Required Materials: reliable internet service, computer and printer access, webcam, pencils, erasers, MyMathLab student access kit, and a scientific calculator. **Graphing calculators, cell phones, smart watches, or any other electronic devices will not be allowed during exams.**

Blackboard: Blackboard is an online course management system. For technical support, call 806-716-2180 or email blackboard@southplainscollege.edu.

Proctorio: Proctorio is a program used to take exams. The program will record you and your computer screen as you take your exam. You must use Chrome to take your exams, and you will need to download the Chrome Extension.

MyMathLab: We will be using a math website called MyMathLab (MML). In MML, you will find all math assignments. For technical support, log into MML, and click on support. **When you “register” in MML, you MUST use your official name as it appears on the class roster in Texan connect. If you register with a nickname, you may not get a grade in this course.**

Attendance/ Student Engagement Policy: Your attendance is monitored through completion of assignments. You are expected to submit at least eighty percent (80%) of the class assignments to have the best chance of success. If you fail to meet these minimum requirements, you can be removed from the class with an X. If you cannot receive an X, you will be assigned an F. If you wish to drop this class, you will need to submit a drop form online ([online drop form](#)) or you may visit the Student Services Office. You should contact me before dropping the class to make sure it is the right decision for you. If you are taking this class with a relative or anyone that lives with you, you must notify me immediately. Failure to disclose this information could result in being dropped from the class with an F or X at my discretion.

Communication: We will use the messages tool in Blackboard for email. This tool is only used in Blackboard, so you need to check it regularly just as you would your email. Please be professional in your messages. Do not use all caps or text language. Messages sent to me on Monday – Wednesday will receive a response by the following day. Messages sent Thursday – Sunday could have a longer response time of up to 48 hours.

Assignments and Grades

Tutoring: You have access to free tutoring through SPC. Click on the tutoring link in Blackboard. If you visit with a tutor, please share with them the work shown in the videos, so they can help you with the correct steps.

General Info / Extension of deadlines: Before starting any assignment, you should go through the “How to Enter Answers” tutorial in order to understand how to enter your answers. Please make note of all deadlines on the outline in Blackboard. There are no extensions on any deadlines for any reason, so do not ask. You can work as far in advance as you would like. Assignments are open early with the due dates listed so you can plan accordingly to complete all assignments on time. All assignments are due by the time and date

listed in the outline. You should ALWAYS stay a few days ahead of schedule (preferably a week ahead) so that if you have any issues, it can be resolved before the deadline. Issues cannot be resolved after the deadline. You must give me 24 hours to fix any issues. NEVER wait until the last minute to complete an assignment. Computers seem to have issues when you are in a hurry to meet a deadline. **Internet provider issues or any computer problems do not constitute excuses for late submission of work. You must have a reliable computer and reliable internet service.**

Lesson Videos: To help you with the lessons, there are videos in Blackboard. You need to watch the videos and fill in the notes to learn the material. If you are using another resource to learn the material, I may not be able to help you. You will also not receive partial credit on your exams if I cannot understand your work.

Homework: Homework assignments are located in MML under the "Required Assignments" tab. Homework assignments can be saved and worked on at different times. You should not settle for less than a 100 on all homework assignments since you can rework all problems until you get them right. If you miss a problem, or if you just want more practice, hit "similar exercise" at the bottom of the screen for a new problem to work. There will be a deduction of 25%, per day, on all late homework if you miss the deadline. Four (4) homework grades will be dropped at the end of the semester. For extra practice, there are more homework problems under each section in Blackboard.

Exams: Unit exams are located in Blackboard under the "Unit Exams" tab. Exam 1, Exam 3, and the Final Exam will be proctored using the Proctorio Program. You must complete the entire exam at one time, and you are allowed only one attempt. You need to show all steps on notebook paper. You may not save it and come back to it at a later time. Exams will NOT be dropped at the end of the semester. There will be a deduction of 25%, per day, on all late exams if you miss the deadline. There are no passwords in Blackboard to start the exam, so if you are being asked for a password, then you did not follow the correct instructions. Once you start the exam in Blackboard, one of the questions will contain the MML link and password.

Guidelines for proctored exams (Exam 1, Exam 3, and the Final Exam):

- You must show your workspace in camera view during the entire exam. Your workspace is your desk area along with your face, not just your face.
- You must put your cell phone face down in the camera view at all times and you are not allowed to use it during the exam.
- If a calculator is allowed, you must place it in the camera view at all times. You must include a picture of your calculator with your exam work.
- You are not allowed to have another person in the camera view.
- If you are taking this class with a relative or anyone that lives with you, you must all take the exams at the exact same time.
- You must have good light so you are easily seen in the video. If it is too dark, I can't see you.
- You are not allowed to move out of the camera view at any time during your exam.
- Once you are finished with the exam, you MUST scan your work as one PDF file with multiple pages using your cell phone. The first page must be a picture of your calculator. Once you pick up your cell phone, you are NOT allowed to write anything else on your paper.
- When showing your work on notebook paper, make sure you are working down your paper and not to the right. If you add an equal sign to the right of the problem, and continue to the right, that is not working down. All of my videos show you how to work down your paper. If I cannot follow your work, I cannot give you partial credit for your problem.
- Plug in your computer before starting an exam. If your battery dies, Proctorio will stop.

- If any ONE of these guidelines are not followed, you will receive a zero on your exam in Blackboard. I will add a comment to the exam in Blackboard explaining to you why you received a zero.

***If Proctorio stops recording before your exam is complete, you must upload the work you have completed immediately. If you get kicked out of the exam completely and cannot upload your work, email the work to me. Do not hold onto the work and email me asking to finish the exam. If your work was uploaded or emailed within 5 minutes, I will grade what you have completed. If your work is uploaded or emailed more than 5 minutes after recording stops, your work will not be accepted, and you will receive a zero on the exam.

Final Exam: There will be a mandatory comprehensive final exam at the end of the semester. You must complete the entire exam at one time, and you are allowed only one attempt. You may NOT complete the Final Exam late for a deduction, so you will need to complete the exam BEFORE the deadline. You will get the full amount of time unless you start the exam right before the deadline. Then, you forfeit the full amount of time. For example, if the exam allows 2 hours to complete, and you start the exam 30 minutes prior to the deadline, then you are only allowed 30 minutes to complete the exam.

Grading Scale and Policy:

A: 90 – 100	Homework	20 %
B: 80 – 89	Unit Exams	60 %
C: 70 – 79	Final Exam	20 %
D: 60 – 69		
F: 0 – 59		

Math 0315 151 Summer 2021		Tentative Course Outline -- any changes will be posted in Blackboard All assignments are due by noon on the date listed in this outline.			
Week	Monday	Tuesday	Wednesday	Thursday	Friday
1		June 1	June 2 Orientation due	June 3	June 4 Unit 1 HW and Exam 1 due
2	June 7	June 8	June 9	June 10	June 11 Unit 2 HW and Exam 2 due
3	June 14	June 15	June 16	June 17	June 18 Unit 3 HW and Exam 3 due
4	June 21	June 22	June 23	June 24	June 25 Unit 4 HW and Exam 4 due
5	June 28	June 29	June 30 Unit 5 HW and Final Exam due		Last day to drop: June 24