Coastal Bend College

VISION 2020 Keeping Student Success In Sight

# MATH 0322
# Intermediate Algebra(3201045219)
# Course Information and Guidelines

(Click on link for General Course Syllabus)

******* Note to Student *******

Student success is our number one priority at Coastal Bend College and we realize that prompt, effective communication plays a significant role in achieving that goal. It is vitally important that you have the proper contact information for your instructor. This should include their phone number, email address, and if applicable, their office number, and office hours. If you ever have any problems contacting your instructor, or do not receive a prompt response to your inquiries, please contact the Director of Academics, or the Dean of Academics, as soon as possible. Their contact information is provided below:

Coordinator-Math/Science/Kinesiology, Dr. R. Cowart: 361-592-1615 ext 4024; recowart@coastalbend.edu

Dean of Transfer & General Ed., Mark Secord: 361-354-2408; secordm@coastalbend.edu

We wish you all the best in your education and encourage you to contact us if you have any questions or concerns.

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Instructor:
Office Location:
Office Hours:
Office Phone:
Email Address:

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**Prerequisite:** Successful completion of Math 0421 with a grade of "C" or higher, or a TSI Assessment score of 343-349. Students are responsible for reading and following all college course prerequisites to ensure that they have been met for continued enrollment, otherwise the student must meet with their advisor to drop the course and make immediate and necessary changes to their schedule

**Course Description: 3 semester credit hours 3-1 Lecture/Lab hours**

MATH 0322 is designed to assist the student who scores 343-349 on the TSI Assessment. A study of 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 is the second in a sequence of two developmental math courses. This course is a non-credit bearing course which is nontransferable and does not count toward Associate in Arts or Associate in Science Degrees.

**Textbook/ Supplies: ISBN numbers may be used to search and purchase products online from any vendor.**

1. (Required) MyMathLab Student Access w/E-text. 5th ed. Pearson **ISBN:** 9780135835425
2. (Required) - Internet Access
3. (Required) TI-30X IIS scientific calculator
4. (Optional) Textbook: Robert Blitzer, *Introductory and Intermediate Algebra for College Students 5e*. Pearson **ISBN:** 9780134192901

**Internet Access:** Students are responsible for completing all assignments in MyMathLab, which requires an internet service provider that is compatible with MyMathLab. Students may have to use campus computer labs, as needed, in

order to meet the MyMathLab assignment deadlines.

**Student Learning Outcomes(SLO):**

1. To improve student's basic mathematical skills.
2. To strengthen students' mathematical skills in the areas of solving systems by graphing, factoring: definition, simplification and operations of rational expressions and roots and radicals; and solving quadratic equations.
3. To prepare students for a credit-bearing math course.

**Evaluation Methods:**(Assignments and grades in this course will be maintained in MyMathLab(MML). Upon submitting Homework, Quizzes, and Exams in MML, respective scores and Overall Score in the course are automatically updated. A purchased and activated Student MML Account is required by the stated deadline in this course, or the student may be dropped. Students in this course with a purchased and activated MML may go to their MML Gradebook page at any time to see their Current Overall Score. All instructors are to update Past Due/Missed Assignments and Exams with zero scores in their MML Gradebook immediately upon respective Assignment/Exam Due Dates expiring. Semester Period grades will be posted by the Instructor or Professor in Blackboard and Cougar Den/Colleague by the stated semester deadlines for CBC.

| | Category Weights |
|---|---|
| Homework | 15% |
| Quizzes | 15% |
| Tests(Major Assignments) | 40% |
| Final Exam (Major Assignment) | 30% |

| Semester Overall Course Grades | |
|---|---|
| A | 90% $\leq$ Grade $\leq$ 100% |
| B | 80% $\leq$ Grade < 90% |
| C | 70% $\leq$ Grade < 80% |
| D | 60% $\leq$ Grade < 70% |
| F | Grade < 60% |

Grades received in developmental courses do not impact a student's GPA; however they do indicate how well prepared the student is to go to on to the next sequenced course, and they do have an impact on student financial aid and academic status at Coastal Bend College. A student must receive a "C" or better in this course to proceed to MATH 0322.

**Semester Course Calendar:** A Semester Course Calendar will be posted in Blackboard by the Instructor or Professor for students to access and follow during the semester, indicating the Semester, Meeting Time, Location of Course, as well as outlining a weekly schedule of the sections to be covered in lecture. It is strongly recommended that all instructors include a structured schedule of Course Exam Dates in their calendar for students to follow, rather than leave all Exams open until the last day of the college semester. The schedule may vary by Professor or Instructor, but all course content contained in the curriculum for this course will be covered and assessed in the given semester.

**Student Course Evaluation:** IOTA Solutions will be providing online evaluation surveys for student participation each semester and students will find a direct link with instructions to their evaluations when they log into Campus Connect. Students will receive three reminder email messages from IOTA, indicating the evaluation period dates and instructions, until they have completed all course evaluations. The online evaluation survey requires approximately 5-10 minutes to complete online. After the evaluation period closes or the evaluation survey is submitted, the evaluation website cannot be re-opened, therefore, students are encouraged to participate and complete the evaluations in a timely manner. Anonymous results are used to help make course improvements essential to student success. Students are directed to contact the IOTA Solutions contact person via their email address, which is provided in the reminder emails sent to students, should they experience any problems during the process.

**Special Needs Accommodations:** Visit the Student Special Needs office located in the Dirks building to speak with a representative about any concerns you may have regarding possible Special Needs accommodations that may be provided to you. The student is responsible for meeting with the Special Needs office prior to the start of each semester in order to maintain and/or update any personal information and documentation on file, including any previous accommodations provided. Students must be aware that accommodations are not automatically renewed and are not effective retroactively.

**Student Conduct:** All official College students(including Dual Enrollment students) are expected to perform at the college level by attending class promptly and regularly, by being respectful towards the Instructor, fellow students, and college employees in their actions, language, and attire, by being attentive and involved in the learning process in class, by taking notes in class on all information given by the Instructor, by participating in all class activities directed by the Instructor to help build important skills needed in the course, by accessing MML daily in order to practice, complete, and submit all required coursework in a timely manner, and by honoring all policies and deadlines published by the College Instructor or Professor and Coastal Bend College. Every lecture and lab is important and the student is responsible for any missed material. Address your Instructors, fellow students, and CBC employees respectfully. Laptops will not be allowed in lecture or lab unless approved by the College Instructor. Before lecture, lab, or testing, students must power off their cell phones(including all types of watches that can link to cell phones) and put away in their bag, place face down on their desktop away from their work area, or as instructed and cannot be on their person. Students testing at the Testing Center will follow all Testing Center Policies regarding cell phones/watches. Cell phones/watches will not be allowed to be used as calculators. Handling your cell phone/watch for any reason during lecture, lab, or testing will be cause for dismissal. (In the case of during testing, the student will receive an F for the course. No exceptions.) It is your responsibility to:

- Inform your Instructors well in advance before class begins that you may be contacted during the day and possibly have to leave campus and be absent. Allowing a student to have their cell phone available during the period(except during testing) must be approved and will be at the Instructor or Professor's discretion.
- Provide the person who must contact you with your daily class schedule. This should include Building, Name of Building Secretary, Classroom number, and the days and times when you may be reached.
  Times that you may be reached while on campus must be before or after classes begin.
- Leave this information with the secretaries of the nearest buildings in which your class/classes are being held.

In order to maintain and preserve a constructive learning environment, disruptive behavior will not be tolerated. Disruptive behavior in class by any student(s) may result in dismissal from class or may result in suspension from the class/college. The Professor or Instructor may also end the period immediately as a result of the disruption, in which case, all students will be responsible for any and all material missed or not covered in class. Disruptive Behavior will be any behavior or action(s) by any student(s) in class that distracts the Instructor and/or other student(s) during the instructional and learning process in class, some examples of which are: talking or sleeping in class, handling any non-approved electronic device in class, eating and/or drinking in class, making unnecessary noises in class. Academic dishonesty is also cause for dismissal and/or suspension from college. Refer to the Student Handbook for Scholastic and Disciplinary Policies.

**Students guilty of Scholastic Dishonesty in this math class will receive an "F" for the course. Scholastic Dishonesty is defined in the Coastal Bend College Student Handbook. Some examples of Scholastic Dishonesty are:**

- **taking an Exam outside of the student's designated Testing location, proctor, date, and time without prior approval from the CBC Mathematics Professor for the course(Exams must still be taken during the normal and stated dates and hours of operation for the student's designated Testing location),**
- **taking an Exam with aid from another person, material, websites, or devices not authorized by the CBC Mathematics Professor for the course, including all types of watches that can link to cell phones,**
- **allowing another person to take their Exam,**
- **obtaining from and/or distributing personal or unauthorized Exam work and information to classmates, students, or others, plagiarism, collusion.**

**Class Policy:**

- **Cheating on a MATH EXAM will receive a grade of zero for the test and an "F" for the course.**
- **During testing, cell phones and smart watches must be powered off and put away in your bag, face down on your desktop away from your work area, or as instructed and cannot be on your person, as this is considered a violation of Scholastic Dishonesty in this course. No exceptions.**
- To help ensure classroom safety on campus and to minimize the interruption of the instructional process, classroom doors will be locked and closed at the officially designated Start Time for the course, therefore, all students are expected to arrive promptly and be seated before the Professor or Instructor begins class. The Professor or Instructor of the course may allow a 5 minute Tardy period, after which students may not be allowed in and may be counted absent.
- Students may be dropped from the course if they have not registered their MyMathLab account and purchased full access before the dates stated by the Instructor.
- There are no make-up exams. All Exam attempts must be taken as scheduled for the course. Final Exam must be taken according to the official Coastal Bend College Final Exam Schedule. Missed exams receive zero scores and Due Dates and Times will not be extended. No Exception.
- **Homework Assignments:** All Unit Homework Assignments must be successfully completed by the student in MML as scheduled before being able to access the corresponding Unit Practice Exam Quiz. Students have infinite attempts to complete and/or improve Homework and Practice Exam Quiz grades before the respective Chapter/Unit Exam due dates expire in order to take the exams. Homework Assignments are prerequisite to accessing corresponding Practice Exam Assignments. The minimum score required for completing Homework Assignments is 70% and can be completed using the student's notes, textbook, and/or Help Features in MML. Students have the opportunity to continuously improve completed Homework Assignments, along with their Overall Score, during the semester before their posted Due Dates expire. All Homework Assignments not completed by their respective due dates will receive zero scores.
- **Practice Exams(Quizzes):** The Unit Practice Exam Quiz Assignment must be successfully completed by the student in MML as scheduled before being able to take the corresponding Unit Exam at their designated and approved Testing Center by appointment before it expires. Students have infinite attempts to complete and/or improve Practice Exam (Quiz) grades in order to take the corresponding Exam before its due dates expire. Practice Exam Assignments are prerequisite to accessing corresponding Exams. The minimum score required for completing the Practice Exam Assignments is 70% and can be completed using the student's notes, textbook, and/or Help Features in MML. Students have the opportunity to continuously improve completed Practice Exam

Assignments, along with their Overall Score, during the semester before their posted Due Dates expire. All Practice Exam Assignments not completed by their respective due dates will receive zero scores.

- **Exams: All Course Exams are required to be proctored by the designated Instructor as scheduled.**
  Unit/Chapter Exams have 2 timed attempts and will expire on their respective Due Dates and Times posted in MML. Exam questions are based on and are related to those from corresponding Unit Homework Assignments, with the Practice Exam Assignments representing most, but not necessarily all, of the possible questions to be on an Exam, therefore students are expected to be prepared to answer question(s) from Homework and Practice Exam Assignments. Both attempts will be taken as instructed and scheduled by the Lecture Instructor or Professor following their Course Calendar. Exam Due Dates will not be extended. Missed Exams receive a zero score. Students in this course may only use Formula Sheets stated and allowed by the Professor or Instructor, as well as the allowed calculator on Chapter/Unit Exams and Final Exam.
  IMPORTANT: As scheduled, students are required to take the first attempt for each Unit Exam before they can take the second attempt, otherwise they will miss both Unit Exam attempts with a zero score.
  **Rounding Rule for Final Semester Grades:** Once the Final Exam is submitted, the student's MML Overall Score (Final Semester Grade) is considered final. Final Semester Grades ending in decimals of .5 or greater will be rounded up to the nearest integer if the student's Final Semester Grade results in a change of letter grade in any semester/term
  In order to prevent from missing an Exam due to anticipated or unexpected events during the semester(some examples of which could be extracurricular activities, vacations, personal appointments/commitments, …etc.), all enrolled students are required to plan their schedule so that they can take any Course Exam as scheduled by the Instructor by completing any and all prerequisite assignments on time. The Lecture Instructor will announce in class any additional testing instructions that they will require for their course. Exam Due Dates will not be extended. Missed Exams will receive a zero score.
  The Final Exam will have 1 timed attempt and students are expected to review their work carefully before submitting in MML. The Final Exam is a departmental exam and will be administered in a Testing Lab by the Lecture Instructor or Professor. The Final Exam will be held according to the official Coastal Bend College Final Exam Schedule for the semester/term by all assigned instructors. Once the Final Exam is submitted, the student's Overall Score is considered final and will not be rounded up, unless the student took all available Exam attempts as scheduled(or scored 100%) and improved all previous Homework and Practice Exam Assignments to 100% before their semester deadline. Missed Exam Due Dates due to extraneous circumstances may possibly be considered, but will be at the discretion of the Professor or Instructor. Missed Exam Due Dates due to the student failing to comply with the Professor or Instructor's directives on preparing for, planning and scheduling Exams will not merit an extension. Exams not completed by their respective due dates will receive zero scores.
- There are no prerequisites for the Practice Final Exam or the Final Exam.
- Students using unauthorized material, devices, or information on Exams, having another person take their Exams, taking Exams outside of the designated labs on campus or approved Testing Centers and their normal and stated hours of operation, taking Exams outside of the Dates and Times scheduled by the Lecture Professor/Instructor, or violating any other rule concerning Scholastic and Academic Dishonesty will receive an "F" in the course.
- The class will follow the course calendar and maintain its schedule regardless of student absences, instructor absences, bad weather, etc. in order to complete the required college curriculum for this course.
- All required assignments (Homework, Quizzes, and Exams) not completed with the stated minimum score by their respective due dates will receive a zero.

- **Sending E-mail to your Professor or Instructor:** When sending E-mail to your Professor or Instructor, include your Full Name–MATH Course in the Subject Line, and then provide a detailed description of your question along with your Full Name in the body of your message. E-mail does not equate to a Text message. Student E-mail not providing this information may not be addressed. The Professor or Instructor will try to send a reply by the next day or as soon as is possible.
- **The required MyMathLab(MML)** for this course is an online and interactive educational system designed by Pearson Education. The CBC Mathematics Division uses this system to create and manage the course assessments and timelines for completion, view and monitor student performance in the course, and other course related actions. Each student in this course is required to purchase and activate their personal MML Student Account with Full Access on the first day of the college semester, as well as maintain Full Access during the entire semester, in order to access course material and assessments, and submit completed and required work as scheduled. This can be done either by purchasing a personal MML Student Access Code at the CBC Bookstore or online directly through Pearson for immediate access using a credit card. Students are not to use active MML Access from a previous semester as it may expire before the end of the given semester and the student will not be able to continue/complete the course. To help a student get started accessing Course Assignments on the first day of the college semester if they do not have a purchased Full Access Code, students may use the Temporary Access provided by Pearson on the Payment Option Page of the MML Registration Process. Temporary Access is not to be used to complete the course in its entirety. IMPORTANT: Students in this course are required to maintain Full Access to their MML Course for the entire college semester. They may be dropped if they do not activate and register their personal MML Student Account within the first two weeks of the semester. Also, students who use Temporary Access may be dropped from the course if they let their personal MML Student Account expire by not purchasing Full Access and updating their MML Account. If a student is experiencing any problems with their personal MML Student Account or their Internet service at any time during the semester, it is the student's responsibility to contact the appropriate MML Technical Support or Internet Service Provider for help in correcting them as soon as the problems are encountered. Students must login to their MML account daily to know if their account is experiencing problems that need to be resolved immediately by MML Technical Support.

  ***MML Technical Support Homepage:** https://support.pearson.com/getsupport/s/

**Attendance Policy**:

- Class Attendance is mandatory and is not an option. Attending class regularly and promptly as scheduled is an important factor of the student's success in this course. By not taking attendance seriously and by being absent from class, the student is not going to be successful in this course. Therefore, if a student is excessively absent from Lecture and/or Lab in the semester, the Instructor will report the student to the registrar's office for Excessive Absences and will be in danger of being dropped from the class. Students may be marked absent if not in class once Attendance is taken at the beginning of the period or for leaving class before the end of the period. Reasons for leaving class early must be legitimate and verified with the Instructor in advance. If a student arrives late to class or must leave class early due to an emergency, it is the student's responsibility to contact the Instructor as soon as possible to inform them of the reason for being late or leaving class early for Attendance. Absences totaling more than six hours from Lecture and/or Lab during the semester will be considered excessive. Being dropped from a course may have a negative impact on a student's full-time status.

**Lab attendance is a requirement for courses with a lab component, this is not an option**. Students are required to attend a 1 hour 20 minute lab twice a week according to the lab schedule to practice and reinforce the understanding of topics covered in the course as well as to take scheduled Exams. Students who do not attend lab may be dropped from the course.

# Math 0322 Course Outline

**Unit 1: Factoring Polynomials**
- ✓ HW Basic Factoring Review(6.1-6.3)
- ✓ HW 6.4 Factoring Special Forms
- ✓ HW 6.5 General Factoring Strategy
- ✓ HW 6.6 Solving Quadratics by Factoring
- ✓ **Unit 1 Practice Exam Quiz**
- ✓ **Unit 1 Exam(Major Assignment)**

**Unit 2: Rational Expressions**
- ✓ HW 7.1 Rational Expressions and Simplifying
- ✓ HW 7.2 Multiplying and Dividing Rational Expressions
- ✓ HW 7.4 Adding and Subtracting Rational Expressions(Unlike Denominators)
- ✓ HW 7.5 Complex Rational Expressions
- ✓ HW 7.6 Solving Rational Equations
- ✓ **Unit 2 Practice Exam Quiz**
- ✓ **Unit 2 Exam(Major Assignment)**

**Unit 3: Radicals and Rational Exponents**
- ✓ HW 10.1 Radical Expressions and Functions
- ✓ HW Basic Exponents Review(5.2,5.5,5.7)
- ✓ HW 10.2 Rational Exponents
- ✓ HW 10.3 Multiplying and Simplifying Radical Expressions
- ✓ HW 10.4 Adding, Subtracting, and Dividing Radical Expressions
- ✓ HW 10.6 Radical Equations
- ✓ HW 10.7 Complex Numbers
- ✓ HW 11.1 Square Root Property, Completing the Square
- ✓ HW 11.2 Quadratic Formula
- ✓ **Unit 3 Practice Exam Quiz**
- ✓ **Unit 3 Exam(Major Assignment)**

**Unit 4: Systems of Linear Equations**
- ✓ HW 3.5 Point-Slope Form
- ✓ HW 4.1 Solving Systems of Linear Equations by Graphing Method
- ✓ HW 4.2 Solving Systems of Linear Equations by Substitution Method
- ✓ HW 4.3 Solving Systems of Linear Equations by Addition Method
- ✓ **Unit 4 Practice Exam Quiz**
- ✓ **Unit 4 Exam(Major Assignment)**

**Practice Final Exam Quiz: (comprehensive Unit 1-Unit 4)**
**Final Exam: Major Assignment(comprehensive Unit 1-Unit 4)**