

Foundations of Algebra Syllabus

Math 0305.605

Fall 2024

Instructor: Alma Lopez

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Office Hours and Contact Info:

Email Correspondence: All email correspondence should come from your SPC email address. Please give me up to 24 hours to respond via email. If you email about a specific math question, please attach a picture of the question and the work that you have tried.

Disclaimer: The instructor reserves the right to alter any class policies/dates as deemed necessary by the instructor. If there are any changes, they will be announced **over Blackboard and via your SPC email.**

Showing Work: To receive full credit on practice problems and exams, you must show all work that leads to your answers. The work must be legible, make sense and be easy to follow. All work and answers should be handwritten.

Course Supplies:

- **Required:** Notebook paper on which to complete your assignments
- **Required:** Printed Notes. A blank copy of the notes will be posted on Blackboard. You should print them off and fill them out as we go through the notes in class. Please note that the SPC campus computer labs are available if you want to print your notes off there. You could also print them off at most public libraries, but please note that it usually requires you to pay a small fee per page. I recommend keeping all of your notes in order in a notebook so they are easily accessible.
- **Recommended:** Large 3-ring binder with dividers to organize all notes and homework.

Attendance: Course attendance will be taken. Per South Plains College math department policy, you will be administratively dropped from the course if your number of missed submissions goes over 20% of all submissions.

Required Tutoring Lab Attendance:

- You must attend the tutoring lab provided by South Plains College to get assistance and practice for 60 minutes (1 hour) weekly.
- When you arrive at the Tutoring Lab, check in on the Penji app to get credit for your attendance.
- A week is from Monday through Friday.
- Your grade will be computed by finding the ratio of the minutes you attended the tutoring lab over the required 60 minutes ($\frac{\text{attended minutes}}{60} \cdot 100$).

Assignments:

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Grading Formula:

Completing all submissions and having a strong work ethic are important but do not guarantee a passing grade. However, these two things do increase the likelihood of passing. The final responsibility for learning lies with the student. The final letter grade for this course will be based on the following:

- Required Tutor Lab Attendance.....10%
- Assignments.....20%
- Midterm Exam #1.....20%
- Midterm Exam #2.....20%
- Final Exam.....30%

Final Grade Determination: A 90-100 B 80-89 C 70-79 D 60-69 F 59 or below

Reviewing Grades on Blackboard: After I grade your assignments, you should be able to log into Blackboard to see your grade.

Academic Dishonesty:

Academic dishonesty will not be tolerated. Please see the list of things that constitute plagiarism and cheating in the general Math 0305 syllabus. If you violate anything on those lists, you will receive a zero on the assignment and could be subject to other actions outlined in the South Plains College Student Code of Conduct. Please note that these actions could include failing the course and being expelled from the college.

Resources:

- Blackboard! The course syllabus, calendar, gradebook, notes handouts, and assignments will be available on Blackboard.
- I am available to help you! Feel free to email me at alopez@southplainscollege.edu. When you email me, please give me up to 24 hours to respond. If you email about a specific math question, please attach a picture of the question and the work that you have tried.

- Peer tutoring is available via SPC and is required for this course Visit the link below to learn more about SPC tutoring: <http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>
- Free tutorial videos are available at the following sites: <https://www.mathtv.com/> and <https://www.khanacademy.org/>.

Withdrawal Policy: As required by Texas Education Code Section 51.907, all new students who enroll in a Texas public institution of higher education for the first time beginning with the 2007 fall semester and thereafter, are limited to six course drops throughout their entire undergraduate career. All course drops, including those initiated by students or faculty and any course a transfer student has dropped at another institution, automatically count toward the limit. After six grades of W are received, students must receive grades of A, B, C, D, or F in all courses. There are other exemptions from the six-drop limit and students should consult with a Counselor/Educational Planner before they drop courses to determine these exemptions. Students receiving financial aid must get in touch with the Financial Aid Office before withdrawing from a course. It is the student's responsibility to drop. Excessive absences will result in an administrative withdrawal with a Grade of X or F. If you plan to withdraw, please consult with the instructor immediately. **Note: The last day to drop with a grade of W is December 2.**

Succeeding in a Math Class:

- Be mentally present! Pay attention and ask questions in class.
- Plan ahead. Do notes and practice problems early enough before the due date that you will have time to ask questions or seek help if you need it.
- Get help as soon as you feel yourself falling behind! Don't wait!
- All notes printouts and practice problems for the course are posted on Blackboard. If you want to get ahead, that is encouraged. Time management is crucial.
- I have found that the best way for a student to study for a math exam is to practice working problems over and over.
- Everyone learns and studies differently. I encourage you to seek out and find what works best for you.

The class meets in B004 from 5:30 p.m. to 6:45 p.m. on Mondays and Wednesdays. A more detailed schedule, assignment due dates and exam dates can be found below.

Week #	Day #	Date	Due at Beginning of Class	Topic(s) for the Day's Class
1	1	M – Aug 26 th		Introduction and Syllabus; <i>Study Skills: Tips for Success in a Math Course</i>
	2	W – Aug 28 th	Syllabus Receipt	Notes 1: Adding and Subtracting Whole Numbers
2	3	M – Sept 2 nd		No Class – Labor Day Holiday
	4	W – Sept 4 th	Assignment 1	Notes 2: Multiplying and Dividing Whole Numbers <i>Study Skills: Time Management</i>
3	5	M – Sept 9 th	Assignment 2	Notes 3: Introduction to Integers, Absolute Value, Adding and Subtracting <i>Study Skills: Overcoming Anxiety</i>
	6	W – Sept 11 th	Assignment 3	Notes 4: Multiplying and Dividing Integers
4	7	M – Sept 16 th	Assignment 4	Notes 5: Evaluating Exponents, Prime Factorization and Square Roots <i>Study Skills: How to Read and Use Class Material</i>
	8	W – Sept 18 th	Assignment 5	Notes 6: Finding Greatest Common Factors (GCFs) and Least Common Multiples

5	9	M – Sept 23 rd	Assignment 6	Notes 7: Simplifying Fractions, Finding Reciprocals, Multiplying and Dividing Fractions <i>Study Skills: Note Taking for Math</i>
	10	W – Sept 25 th	Assignment 7	Notes 8: Adding and Subtracting Fractions; Mixed Numbers <i>Discuss Upcoming Unit 1 Exam</i>
6	11	M – Sept 30 th	Unit 1 Review Binder 1 <i>Optional For Exam Bonus: Assignment 8</i>	Unit 1 Exam in class (will be over material from Lesson 1 through Lesson 8)
	12	W – Oct 2 nd		Notes 9: Decimal Places, Adding and Subtracting Decimals <i>Study Skills: Using Available Resources</i>
7	13	M – Oct 7 th	Assignment 9	Notes 10: Multiplying and Dividing Decimals <i>Study Skills: Improving Memory</i>
	14	W – Oct 9 th	Assignment 10	Notes 11: Percents; Converting Between Fractions, Decimals and Percents
8	15	M – Oct 14 th	Assignment 11	Notes 12: Order of Operations <i>Study Skills: Preparing for a Math Test</i>
	16	W – Oct 16 th	Assignment 12	Notes 13: Algebraic Expressions
9	17	M – Oct 21 st	Assignment 13	Notes 14: Solving One-Step and Two Step Linear Equations <i>Study Skills: Math Test-Taking Strategies</i>
	18	W – Oct 23 rd	Assignment 14	Notes 15: Solving Multi-Step Linear Equations
10	19	M – Oct 28 th	Assignment 15	Notes 16: Applications of Linear Equations; Percent Equations
	20	W – Oct 30 th	Assignment 16	Notes 17: Solving Linear Inequalities <i>Discuss Upcoming Unit 2 Exam</i>
11	21	M – Nov 4 th	Unit 2 Review Binder 2 <i>Optional For Exam Bonus: Assignment 17</i>	Unit 2 Exam in class (will be over material from Lesson 1 through Lesson 10)
	22	W – Nov 6 th		Notes 18: Rules of Exponents Part I <i>Study Skills: After Math Test Behavior</i>

12	23	M – Nov 11 th	Assignment 18	Notes 19: Rules of Exponents Part II <i>Study Skills: Preparing for a Math Final Exam</i>
	24	W – Nov 13 th	Assignment 19	Notes 20: More with Rules of Exponents
13	25	M – Nov 18 th	Assignment 20	Notes 21: Intro to Polynomials; Polynomial Operations
	26	W – Nov 20 th	Assignment 21	Notes 22: Coordinate Plane Basics
14	27	M – Nov 25 th	Assignment 22	Notes 23: Intro to Lines and Slope
	28	W – Nov 27 th		No Class – Thanksgiving Holiday
15	29	M – Dec 2 nd	Assignment 23	Notes 24: Graphing Linear Equations
	30	W – Dec 4 th	Assignment 24	Review for Comprehensive Final Exam
16	31	W – Dec 11 th	Final Review Binder 3	Final Exam – The comprehensive Final Exam (over Lessons 1 through 4) will be held from 5-7 p.m. on Wednesday, December 11th.

Note: This schedule is tentative and may be altered as deemed necessary by the instructor. If there are any changes, they will be announced **in class and/or via a Blackboard announcement.**