



**Division of College Readiness
Developmental Math Department**

<https://learning.hccs.edu/programs/developmental-mathematics>

MATH 0332P: Introductory Algebra | Lecture | #19576

Fall 2019 | 12 Weeks (9/23/2019 – 12/15/2019)

In-Person | KATY CAMPUS Room 206 | F 8:00 a.m. – 11:50 a.m.
3 Credit Hours

Instructor Contact Information

Instructor: Dorothy A. Muhammad

Office Phone: 713.718.5649 Office: Katy campus

Cell Phone: 713.291.6586

HCC Email: dorothy.muhammad@hccs.edu; resugenius@hotmail.com; Office

Location: Katy Campus Room 359G

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics. All of my contact information is listed above; they are all options available for your use.

Instructor's Preferred Method of Contact

I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday mornings.

What's Exciting About This Course

This course provides additional support in order to ensure that each student has ample opportunity for success in the college level mathematics course to which it is connected.

My Personal Welcome

Welcome to business math corequisite support class —I'm delighted that you have chosen this course! One of my passions is to know as much as I can about math in day-to-day life and I can hardly wait to pass that on. I will present the information in the most straight forward way I know, so that you can grasp the concepts and apply them now and hopefully throughout your life.

Prerequisites and/or Co-Requisites

MATH 0332P requires either a TSIA ABE level of 5 or 6 **OR** TSIA Math Score 336 – 349 with Intermediate Algebra Diagnostic Score 0 – 3 **OR** Completion of MATH 0106 with a C or better.

MATH 0332P is a prerequisite to MATH 1332

Canvas Learning Management System

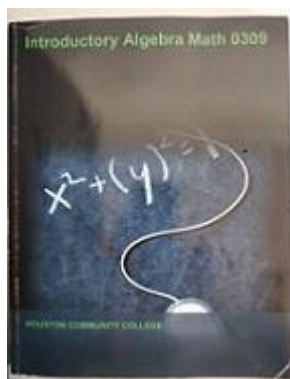
This section of MATH 0332P has associated with it a course in [Canvas](https://eagleonline.hccs.edu) (<https://eagleonline.hccs.edu>). HCCS Open Lab locations may be used to access the Internet and Eagle Online Canvas. It is recommended that you **USE FIREFOX OR CHROME AS YOUR BROWSER.**

Scoring Rubrics, Sample Assignments, etc.

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <https://eagleonline.hccs.edu/login/ldap>

Instructional Materials

Textbook Information



The textbook listed below is **required** for this course. **Introductory Algebra** (Custom edition by McGraw Hill Publishing).

ISBN: 978-1-26-08493-01 (textbook and access code)

ISBN: 978-1-26-08492-26 (access code with e-book)

You are not required to bring the textbook to class.

Temporary Free Access to E-Book

This course has associated with it a Connect Math course. To access the Connect Math course, including temporary free access to the online eBook, go to www.connectmath.com and register using the Connect Math Course ID: *****_*****

Other Instructional Resources

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

Course Overview

Math 0332P: Introductory Algebra is a developmental math course whose topics include real numbers, introduction to Logic, polynomials, basic factoring, linear equations, linear models, percentage models, order of operations, set operations, and an introduction to other topics which may include linear and quadratic modelling and math for financial management. A departmental final examination must be passed with a score of 60% or more in order to pass the course.

Core Curriculum Objectives (CCOs)

Given the rapid evolution of necessary knowledge and skills and the need to take into account global, national, state, and local cultures, the core curriculum must ensure that students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

- **Critical Thinking Skills:** to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- **Communication Skills:** to include effective development, interpretation and expression of ideas through written, oral and visual communication.
- **Empirical and Quantitative Skills:** to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions

Program Student Learning Outcomes (PSLOs)

During courses in the developmental math program students will

1. Engage in problem solving strategies, such as organizing information, drawing diagrams, and modeling.
2. Use symbolic representations to solve problems. This includes manipulating formulas, solving equations, and graphing lines.
3. Learn the foundational mathematical skills that will enable a student to successfully complete a college level math course.

Course Student Learning Outcomes (CSLOs)

Upon completion of MATH 0332P, the student will be able to:

1. Identify and apply properties of real numbers, and perform accurate arithmetic operations with numbers in various formats.
2. Demonstrate the ability to manipulate/simplify algebraic expressions, & classify/solve algebraic equations with appropriate techniques.
3. Demonstrate the use of elementary graphing techniques.
4. Solve basic problems in mathematics of finance.
5. Recognize, examine, and interpret the linear and quadratic equations.
6. Identify sets and set notations and perform set operations.
7. Interpret and analyze various representations of data.
8. Demonstrate the understanding of basic concepts in logic.

Learning Objectives

Upon completion of MATH 0332P, the student will be able to:

1. Add, subtract, multiply and divide real numbers and manipulate certain expressions.
2. Simplify algebraic expressions.
3. Solve problems using equations.
4. Factor polynomials using the techniques of the greatest common factor and grouping.
5. Solve problems using simple interest and compound interest.
6. Plot ordered pairs and graph linear equations.
7. Graph linear inequalities.
8. Find the rate of change of a line & write the equation of a line given slope and y-intercept
9. Model situations with linear and quadratic problems.
10. Identify sets and perform set operations including union, intersection and complement of sets.
11. Understand basic concepts in Logic.
12. Interpret and analyze various representations of data.

Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Math cannot be learned by merely reading or hearing about it, you must spend the time to practice. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class
- Completing assignments
- Participating in class

There is no short cut for success in this course; it requires time and dedication.

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Attain a raw score of at least 50% on the departmental final exam
- Be aware of and comply with academic honesty policies in the HCCS Student Handbook

Assignments, Exams, and Activities

Exams

Unit tests are designed to help student study and succeed in the college level tests.

In-Class Activities

In-classes activities consist of a variety of approaches. For examples, worksheets, projects, videos, group work etc.

Midterm and Final Exam

All students will be required to take a cumulative departmental midterm exam consisting of 25 multiple choice questions and a cumulative departmental final exam consisting of 33 multiple-choice questions. Students must provide their own Scantron forms. Any student that does not complete at least 60% (20 of 33) of the items correctly on the final exam will receive a failing grade in the course (departmental decision). If a student does complete at least 60% of the items correctly on the final exam, their grade will be determined by the grading formula stated below.

Grading Formula

Homework	20%
Three Test (Average)	35%
Final exam (Departmental)	45%
Total	100%

Grade	Percent
A	90% +
B	80% - 89%
C	70% - 79%
F/IP	0% - 69%

Note: Any student that has failed this course for the first time is eligible to receive an IP. Any subsequent failures will receive an F.

HCC Grading Scale can be found on this site under Academic Information:
<http://www.hccs.edu/resources-for/current-students/student-handbook/>

Course Calendar

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

Instructor's Practices and Procedures

Missed Assignments

NO MAKE-UP TEST.

Academic Integrity

Anyone caught cheating on any assignment, will forfeit credit on the assignment.

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

Attendance Procedures

You must attend class for each class session, F 8:00 a.m. – 11:50 p.m.

Student Conduct

Self-respect is required at all times.

Males are not allowed to wear ANY HEAD COVERING in class unless it is specifically associated with the practice of a documentable religion that is generally or specifically known and practiced in this country; documentation may be necessary. In the case that there is a medical necessity, proper documentation is required. Students are not allowed to wear their pants or bottoms hanging low and allowing for the clear view of under clothing or under personal items. Students are not allowed to wear clothing that highlights areas of their personal self that may be considered distracting to the procession of the instructional process. Students are not allowed to wear sunglasses in the classroom unless medical documentation is provided. Students may use cell phones only when needed for classroom instructional purposes; there will be no calling, texting or any other usage of the cell phone that does not aid in the instructional process.

*****ANY GARMENT OR COVERING THAT IS NOT SPECIFICALLY STATED IN THIS DOCUMENT THAT PROHIBITS THE PROCESSION OF CLASSROOM INSTRUCTION, AS DETERMINED BY THE INSTRUCTOR, WILL BE ADDRESSED ON AN AS NEEDED BASIS.*****

Electronic Devices

The use of electronic devices by students in the classroom is up to the discretion of the instructor. Any use of such devices for the purposes other than student learning is strictly prohibited unless authorized as an appropriate ADA accommodation from the ADA Counselor.

Per department policy, Math 0332P students will be allowed the use of a basic calculator during the departmental midterm exam and the departmental final exam. Students should provide their own basic calculator. Scientific and graphing calculators are prohibited.

The use of any calculator during any exam other than the departmental midterm exam and departmental final exam is prohibited and will be considered cheating (see academic integrity section above).

Developmental Math Program Information

For more information on the developmental math program visit:

<https://learning.hccs.edu/programs/developmental-mathematics>

HCC Policies

Here's the link to the HCC Student Handbook <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

EGLS₃

The EGLS₃ ([Evaluation for Greater Learning Student Survey System](#)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS₃ surveys are only available for the Fall and Spring semesters. EGLS₃ surveys are not offered during the Summer semester due to logistical constraints.

<http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>

Campus Carry Link

Here's the link to the HCC information about Campus Carry:

<http://www.hccs.edu/departments/police/campus-carry/>

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

Office of Institutional Equity

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<http://www.hccs.edu/departments/institutional-equity/>)

disAbility Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/support-services/disability-services/>

Title IX

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual

assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
 Director EEO/Compliance
 Office of Institutional Equity & Diversity
 3100 Main
 (713) 718-8271
 Houston, TX 77266-7517 or Institutional.Equity@hccs.edu
<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

Department Chair Contact Information

College - Level Math Courses

Chair of Math	Susan Fife	SW Campus	713-718-7241	Stafford, Scarcella, N108
- Admin. Assistant	Tiffany Pham	SW Campus	713-718-7770	Stafford, Scarcella, N108
- Admin. Assistant	Christopher Cochran	SW Campus	713-718-2477	Stafford, Scarcella, N108
Math Assoc. Chair	Jaime Hernandez	CE Campus	713-718-7772	San Jacinto Building, Rm 369
Math Assoc. Chair	Ernest Lowery	NW Campus	713-718-5512	Katy Campus Building, Rm 112
Math Assoc. Chair	Mahmoud Basharat	NE Campus	713-718-2438	Codwell Hall Rm 105

Developmental Math Courses

Chair of Dev. Math	Jack Hatton	SE Campus	713-718-2434	Felix Morales Building, Rm 124
- Admin. Assistant	Carmen Vasquez	SE Campus	713-718-7056	Felix Morales Building, Rm 124
Dev. Math Assoc. Chair	Hien Nguyen	SE Campus	713-718-2440	Felix Morales Building, Rm 124
Dev. Math Assoc. Chair	Adnan Ulhaque	SW Campus	713-718-5463	Stafford, Learning Hub, Room 208

Technical Support Specialist	Douglas Bump	SE Campus	713-718-7317	Angela Morales Building, Rm 101
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For issues related to your class, please first contact your instructor.

If you need to contact departmental administration, then contact the appropriate Associate Chair.

If further administrative contact is necessary, then contact the appropriate Department Chair.