



**Division of College Readiness**  
**Developmental Mathematics Department**  
<https://learning.hccs.edu/programs/developmental-mathematics>

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## **Math 0324: Corequisite Support of Math 1324 | Lecture | #19176**

Spring 2020 | 16 Weeks (01.21.2020-05.17.2020)  
 In-Person | Katy Campus 349 | TTH 5:30 p.m.-6:50 p.m.  
 3 Credit Hours | 48 hours per semester

### **Instructor Contact Information**

Instructor: Myrtle Dillon-Rogers	Office Phone: NA	
Office: NA	Office Hours: before and after class	
HCC Email: <a href="mailto:myrtle.dillon-rogers@hccs.edu">myrtle.dillon-rogers@hccs.edu</a>	Office Location: Katy Campus	

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 the concerns and just to discuss course topics.

### **Instructor's Preferred Method of Contact**

HCC Email address is the preferred method of contact. Other Departmental contact information, Chair of Dev. Math Jack Hatton SE Campus 713-718-2434 and Admin. Assistant Carmen Vasquez SE Campus 713-718-7056

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 has been designed to guide students to the basic skills that are necessary to succeed in a Contemporary Math course, but also to provide students with a general math literacy. While some of the material is the arithmetic and algebra that you would expect to see in a typical math course, we will also be spending a large part of the semester looking at other topics including finance, data representation, and an introduction to logic, all skills that can be used to interpret the world around you. Also, as one of our co-requisite developmental courses, you should be taking this alongside a college-level course Math 1324 and getting the time and support to help you succeed in your college-level course all in one semester.

### **My Personal Welcome**

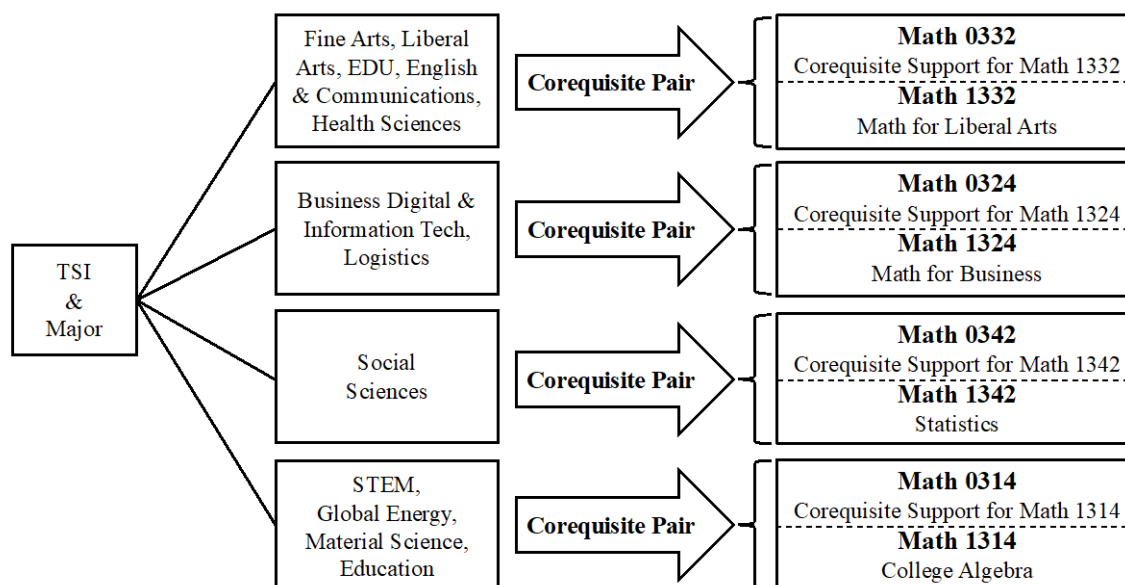
Welcome to my class! I enjoy what I do, that is teach math. One of my passions is to know as much as I can about math in day-to-day life and I can hardly wait to pass that on. I will present the information in the most straight forward way I know, so that you can grasp the

concepts and apply them now and hopefully throughout your life. As you read and wrestle with new ideas and facts that may challenge you, I am available to support you. The fastest way to reach me is by my HCC email. The best way to really discuss issues is in person and I'm available during posted office hours to tackle the questions. My goal is for you to be successful in the college math course. So please visit me or contact me by email whenever you have a question. It's very important for everyone to enjoy, focus and participate in class.

## Prerequisites/Corequisites

TSIA ABE level 5 or 6; TSIA Math Score 336 – 349 with Intermediate Algebra Diagnostic Score 0 – 3; Math 0106: Pass with "C" or better.

**Corequisites:** MATH 0324 is a corequisite support course for MATH 1324. Students should be aware that sections of these courses are **LINKED**. Therefore, developmental math students who enroll in Math 0324 must also enroll in the linked section of Math 1324 (in the same semester). Developmental students **must maintain satisfactory attendance in BOTH** Math 0324 and Math 1324. If a developmental student withdraws or drops from one course in the corequisite pair, then he/she will be dropped from the other linked course. Corequisite courses must be taken during the same semester. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).



## Canvas Learning Management System

This section of MATH 0324 will use [Canvas](https://eagleonline.hccs.edu) (<https://eagleonline.hccs.edu>) to supplement in-class assignments, exams, and activities.

HCCS Open Lab locations may be used to access the Internet and Canvas. **USE [FIREFOX](#) OR [CHROME](#) AS THE INTERNET BROWSER.**

## Instructional Materials

### Textbook Information

There is no additional textbook requirement for the class. However, students must have access to a copy Corequisite Support for Business Math workbook – which is available from campus bookstores or MyLab Math. In addition to the workbook, students need access to college math textbook: Mathematics with Applications in the Management, Natural and Social Sciences; 12<sup>th</sup> ed.; Margaret Lial, Thomas Hungerford, John Holcomb, Jr., Bernadette Mullins. ISBN-13: 978-0134767628.

### Temporary Free Access to E-Book

For free temporary access to MyLab Math, online eBook and workbook, go to <https://www.pearsonmylabandmastering.com> and register using the MyLab Math Course ID:

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### Other Instructional Resources

Students must have access to the Corequisite Support for Business Math workbook and Math 1324 textbook. Any additional supplemental material will be provided by the instructor as needed.

### 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

This course help students with basic math concepts required to be successful in Math 1324. Topics include simplify fractions, conversion between decimal and percent, translate English phrases into algebraic expressions, terminology associated with sets, find subset, evaluate factorial expressions, understanding sample space, outcomes and events of a probability experiment, use counting techniques, write, interpret and plot order pairs, interpret slope, solve linear equations in one variable, translate sentences into equations, solve applications involving linear equations in one variable, solve linear inequalities in one variable, translate and solve applications involving linear inequalities in one variable.

### 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:** 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.
- **Quantitative and Empirical Literacy:** to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.

### Program Student Learning Outcomes (PSLOs)

Students in the Mathematics Program 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. Build the foundational mathematical skills that will enable a student to successfully complete a college level mathematics course.

### Course Student Learning Outcomes (CSLOs)

Upon completion of MATH 0324, the student will be successful in MATH 1324 and able to:

1. Apply elementary functions, including linear, quadratic, polynomial, rational, logarithmic, and exponential functions to solving real-world problems.
2. Solve mathematics of finance problems, including the computation of interest, annuities, and amortization of loans.
3. Apply basic matrix operations, including linear programming methods, to solve application problems.

4. Demonstrate fundamental probability techniques and application of those techniques, including expected value, to solve problems.
5. Apply matrix skills and probability analyses to model applications to solve real-world problems.

### Learning Objectives

Upon completion of MATH 0324, the student will be able to:

1. Be able to graph systems of linear equations in two variables.
2. Be able to solve systems of linear equations using Gauss-Jordan elimination.
3. Be able to add, subtract, and multiply matrices.
4. Be able to find the inverse of a square matrix.
5. Find simple and compound interest.
6. Find the future value of a given annuity.
7. Find the monthly payment and the total interest for a given simple interest amortized loan.
8. Be able to graph systems of linear inequalities in two variables.
9. Use the graphical method for solving a linear programming problem.
10. Use the simplex method for solving standard maximization and standard minimization problems.
11. Be able to perform the basic set operations.
12. Be able to use the multiplication principle, permutations and combinations in counting arguments.
14. Calculate basic probabilities using classical methods.
15. Calculate conditional probabilities.
16. Use expected values in real-world applications.
17. Use the binomial distribution to model and analyze probability experiments.

## 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. Additional time will be required for written assignments. 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 in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as a guide.

### 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

### Unit Tests

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

All Exams are taken in class without a calculator or any other electronic device. If any exams are on Eagle Online Canvas, I will advise you of the dates of availability of each exam, the time limit, if any, and the number of attempts allowed.

### In-Class Activities

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

### College Level Final Exam Review Test

A minimum of 20 item test based on the college level final exam review will be administered with feedback to be given 1-3 weeks before the final exam week.

### Grading Formula

Students will use Canvas to connect to MyLab Math. You will be able to see your gradebook to estimate current Grade.

Grade	Overall Percentage	Requirement	% Available
A	90% +	MAJOR EXAMS	40%
B	80%-89%	IN CLASS ACTIVITIES	20%
C	70%- 79%	HWK	20%
IP	<70% first time	FINAL EXAM REVIEW TEST	20%
F	<70% not first time		
FX	Excessive absence	Total	100%

### Developmental Math Department Grading Policy:

Further support will be recommended for students who pass this class and do not pass the college level class.

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

## Course Calendar

Please record assignments and due dates below.

Week	Dates	Topic/What's due
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		

### 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

There will be **no make-up test**. **Homework and Quizzes will be assigned open and close date. Please record dates in calendar above.**

### Academic Integrity

As with all developmental mathematics courses at HCC, **the use of a calculator during an exam is prohibited** and will be considered cheating. All students are required to exercise academic honesty in completion of all tests and assignments. Cheating involves deception for the purpose of violating testing rules. Students who improperly assist other students are just as guilty as students who receive assistance. A student guilty of a first offense will receive a grade of "F" **on the quiz or test** involved. For a second offense, the student will receive a grade of "F" **for the course**. The use of recording devices, including camera phones and tape recorders, is prohibited in all locations where instruction, tutoring, or testing occurs. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Disability Services Office for information.

College System officials against a student accused of scholastic dishonesty. "Scholastic dishonesty": includes, but is not limited to, cheating on a test, plagiarism, and collusion.

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

MATH 0324 is a corequisite support course for MATH 1324. Students should be aware that sections of these courses are **LINKED**. Therefore, developmental math students who enroll in Math 0324 must also enroll in the linked section of Math 1324 (in the same semester). Developmental students **must maintain satisfactory attendance in BOTH** Math 0324 and Math 1324. If a developmental student withdraws or drops from one course in the corequisite pair, then he/she will be dropped from the other linked course. Corequisite courses must be taken during the same semester. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences. Students **with three consecutive** or a **total of five classes** missed may be **dropped or receive an FX**. In order to get credit for attending class, the student must be present the entire class period. **Communication with me is critical!** If you are not attending class, you are not learning the information. As the information that is discussed in class is important for your career, **students may be dropped from a course after accumulating absences in excess of six (6) hours of instruction**. The six hours of class time would include any total classes missed or for excessive tardiness or leaving class early. You may decide NOT to come to class for whatever reason. As an adult making the decision not to attend, you do not have to notify the instructor prior to missing a class. However, if this happens too many times, you may suddenly find that you may “lost” in the class. **Poor attendance** records tend to correlate with poor grades. If you miss any class, including the first week, you are responsible for all material missed. It is a good idea to find a friend or a buddy in class who would be willing to share class notes or discussion or be able to hand in your work if you unavoidably miss a class.

If you feel that you cannot complete this course, you will need to withdraw from the course prior to the final date of withdrawal. **The last day to withdraw from this course is April 6, 2020.**

## Student Conduct

Everyone are adults and should act accordingly with respect for each other and the classroom. Anyone that cannot control themselves in a positive manner will be ask to leave or escorted out of the classroom. Based on severity of the situation, student will ask to **dropped or receive an FX** for the course.

## Electronic Devices

All personal communication devices **must be muted or turned off** during class. Such activity during class time is deemed to be disruptive to the academic process. Personal communication devices are to not be on the student desk during examinations. Usage of such devices during exams is expressly prohibited during examinations and will be considered cheating (see academic honesty section below).

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.

## Mathematics Program Information

- HCC Math Student Organizations: Mu Alpha Theta: Application: <https://www.hccs.edu/resources-for/current-students/stem--science-technology-engineering--mathematics/stem-clubs/mu-alpha-theta-application/>
- Mathematics related Scholarships: T-Stem: <https://www.hccs.edu/t-stem>

## 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

## EGLS<sup>3</sup>

The EGLS<sup>3</sup> (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. EGLS<sup>3</sup> 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](mailto: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

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.