Mathematics
Spring Branch Campus
Math 0106: Basic Mathematics
CRN 13606 – Spring/ 2017
Spring Branch| 12:00 – 2:00 | Meeting days: M & W
1 hour lecture course / 16 hours per semester/ 4 weeks
Textbook: None.
Program Name: **Math 0106 Spring2017 Lawson**
MyMathTest Course ID: **XL2L-21I9-5O1Y-5EV2**
Student Access Code: **WSSMMT-GIGLI-CIVIC-OSMAN-JADES**

Instructor: Marcia Lawson

Instructor Contact Information: Marcia.Lawson@Hccs.edu/ 281-674-4547

Office location and hours: N/A

Catalog Description: Topics include fundamental operations fractions and decimals, percents, ratios, and proportions. All students who enroll in this course are expected to complete MATH 0409 in the following consecutive semester before attempting either MATH 0312 or MATH 1332. A comprehensive Departmental Final Exam will be given in this course.

Prerequisites: TSIA ABE Levels 3–4 TSIA Math Score 323 – 335 or TSIA Math Score 336 – 347 with Elementary Algebra Score 0–4.

Audience: This course is for students who require state mandated remediation.

Course Goal
This course provides students with the basic arithmetical skills enabling them to proceed to the next level mathematics course. It is also designed to strengthen many of the skills that an individual must demonstrate or master in order to achieve college readiness. It is also intended for those students who are reasonably adept at performing the simple mathematical operations needed in every day affairs, but become quite confused when confronted with the same operations in the context of a mathematics class.

Course Student Learning Outcomes (SLO):
1.   Correctly choose and apply the four basic arithmetic operations with decimals and fractions to estimate and solve application problems.
2.
    Apply "Proportional Reasoning" to solve related problems including ratios, rates, proportion, and percent.

Learning outcomes
Students will:
1.1 solve problems by estimating and rounding.
1.2 find the least common multiples of two or more whole numbers.
1.3 add, subtract, multiply and divide fractions.
1.4 add, subtract, multiply and divide with decimals and percent.
2.1 solve problems involving ratio and proportion.

Core Objectives

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.

CALENDAR
Tentative Class Schedule

Date	Activity
Wednesday, January 18, 2017	Unit I - FRACTIONAL NOTATION
Monday, January 23, 2017	Unit II - FRACTIONAL NOTATION
Wednesday, January 25, 2017	*Units I &II Assignment*
Wednesday, January 25, 2017	*Quiz 1 on Units I & II*
Wednesday, January 25, 2017	Unit III - DECIMAL NOTATION
Monday, January 30, 2017	Unit III - DECIMAL NOTATION
Wednesday, February 01, 2017	*Units III Assignment*
Wednesday, February 01, 2017	*Quiz 2 on Unit III*
Wednesday, February 01, 2017	Unit IV - PERCENT NOTATION
Monday, February 06, 2017	Unit IV - PERCENT NOTATION
Monday, February 06, 2017	*Quiz 3 on Unit IV*
Wednesday, February 08, 2017	*All Units Assignments*
Wednesday, February 08, 2017	*Final Exam @ 12:00 NOON*

Instructional Methods
Attendance to all classes (lecture session) is mandatory. Statistics show that students who maintain good attendance perform much better in the course; therefore, attendance is critical.

Student Assignments
Homework and quizzes/assessments will be submitted online through MyMathTest. Three (at least 3) assessments and the final exam will be proctored and taken in class/an HCC testing center in Houston, TX.

Resource Materials: In addition, this course has an associated CANVAS Model course. Course materials are available within the CANVAS Course Management System. Any student enrolled in Math 0106 at HCC has access to the Learning Resource Center (LRC) where they may get additional help in understanding the theory or in improving their skills. The LRC is staffed with mathematics faculty and/or student assistants, and offers tutorial help, videos and computer-assisted drills.

Final Exam Policy in Developmental Mathematics:

The following policy was adopted by Houston Community College regarding the system-wide Final Examinations in developmental mathematics courses:

a) Students who score less than 60% on the Final Examination or who have an overall course average less than 70% will be awarded a grade of "IP" or "F." The "IP" grade will be awarded to those students who took Math 0106 for the 1st time. The "F" grade will be awarded to those students who are repeating Math 0106.

b) Students who score 60% or higher on the Final Examination and whose overall course average is equal to or greater than 70%, will have their grades averaged and awarded a grade based upon the standard 10 point scale.

AVERAGE	GRADE
90% ≤ Final Average ≤ 100%	A
80% ≤ Final Average < 90%	B
70% ≤ Final Average < 80%	C
0% ≤ Final Average ≤ 70%	IP or F

Note: The grade of "FX" is given when a student fails due to lack of attendance. A grade of "W" may be given on or before the official withdrawal date but not at the time of final grade submission.

Assessments

The assignment are weighted as follows;	Details	Percent of Fir Average
Quizzes (*3 @100 points*)	Three (3) proctored quizzes	20%
Homework	MMT Assignments	30%
Final Exam	Comprehensive Final Exam	50%
Total:		**100%**

HCC Policy Statement - ADA

Services to Students with Disabilities

Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at his or her respective college at the beginning of each semester. Faculty members are authorized to provide only the accommodations requested by the Disability Support Services Office. Persons needing accommodations due to a documented disability should contact the ADA counselor for their college as soon as possible. For questions, please contact Donna Price at 713.718.5165. To visit the ADA Web site, please visit www.hccs.edu then click Future students, scroll down the page and click on the words Disability Information.

HCC Policy Statement: Title IX

HCC is committed to provide a learning and working environment that is free from discrimination on the basis of sex which includes all forms of sexual misconduct. Title IX of the Education Amendments of 1972 requires that when a complaint is filed, a prompt and thorough investigation is initiated. Complaints may be filed with the HCC Title IX Coordinator available at 713 718-8271 or email at oie@hccs.edu.

Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination.

Information regarding these rights are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance.

It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations.

Log in to www.edurisksolutions.org. Sign in using your HCC student email account, then go to the button at the top right that says Login and enter your student number.

HCC Policy Statement: Academic Honesty
Note: As with all developmental mathematics courses at HCC, **the use of a calculator during an exam is prohibited** and will be considered cheating.

If a student is found cheating on an assessment you will automatically receive a 0 for that assessment grade.

A student who is academically dishonest is, by definition, not showing that the coursework has been learned, and that student is claiming an advantage not available to other students. The instructor is responsible for measuring each student's individual achievements and also for ensuring that all students compete on a level playing field. Thus, in our system, the instructor has teaching, grading, and enforcement roles. You are expected to be familiar with the University's Policy on Academic Honesty, found in the catalog. What that means is: If you are charged with an offense, pleading ignorance of the rules will not help you. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by 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.

Cheating on a test includes:
- Copying from another students' test paper;
- Using materials not authorized by the person giving the test;
- Collaborating with another student during a test without authorization;
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test not yet administered;
- Bribing another person to obtain a test that is to be administered.

Plagiarism means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.

Collusion mean the unauthorized collaboration with another person in preparing written work offered for credit. Possible punishments for academic dishonesty may include a grade of 0 or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. (See the Student Handbook)

HCC Policy Statements
Class Attendance - It is important that you come to class! Attending class regularly is the best way to succeed in this class. Research has shown that the single most important factor in student success is attendance. Simply put, going to class greatly increases your ability to succeed. You are expected to be on time at the beginning of each class period. For complete information regarding Houston Community College's policies on attendance, please refer to the Student Handbook. You are responsible for materials covered during your absences.   Class attendance is checked daily. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences.

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 have "lost" 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

HCC Course Withdrawal Policy
If you feel that you cannot complete this course, you will need to withdraw from the course prior to the final date of withdrawal. Before, you withdraw from your course; please take the time to meet with the instructor to discuss why you feel it is necessary to do so. The instructor may be able to provide you with suggestions that would enable you to complete the course. Your success is very important. Beginning in fall 2007, the Texas Legislature passed a law limiting first time entering freshmen to no more than **SIX** total course withdrawals **throughout** their educational career in obtaining a certificate and/or degree.

To help students avoid having to drop/withdraw from any class, HCC has instituted an Early Alert process by which your professor *may* "alert" you and HCC counselors that you might fail a class because of excessive absences and/or poor academic performance. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you – online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.

If you plan on withdrawing from your class, you **MUST** contact a HCC counselor or your professor prior to withdrawing (dropping) the class for approval and this must be done **PRIOR** to the withdrawal deadline to receive a "W" on your transcript. **Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online registration calendars, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC counselor to determine class withdrawal deadlines. *Remember to allow a 24-hour response time when communicating via email and/or telephone with a professor and/or counselor. Do not submit a request to discuss withdrawal options less than a day before the deadline.* If you do not withdraw before the deadline, you will receive the grade that you are making in the class as your final grade.

Repeat Course Fee
The State of Texas encourages students to complete college without having to repeat failed classes. To increase student success, students who repeat the same course more than twice, are required to pay extra tuition. The purpose of this extra tuition fee is to encourage students to pass their courses and to graduate. Effective fall 2006, HCC will charge a higher tuition rate to students registering the third or subsequent time for a course. If you are considering course withdrawal because you are not earning passing grades, confer with your instructor/counselor as early as possible about your study habits, reading and writing homework, test taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available.

Classroom Behavior
Everyone will be expected to conduct themselves with courtesy and respect in this classroom.

Use of Camera and/or Recording Devices
As a student active in the learning community of this course, it is your responsibility to be respectful of the learning atmosphere in your classroom. To show respect of your fellow students and instructor, you will turn off your phone and other electronic devices, and will not use these devices in the classroom unless you

receive permission from the instructor.

Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations

Instructor Requirements
Students are expected to submit homework online thru MyMathTest by the designated due dates and take all assessments <u>IN PERSON</u> during the scheduled testing dates.

Personal Communication Device Policy:

All personal communication devices (any device with communication capabilities including but not limited to cell phones, blackberries, pagers, cameras, palmtop computers, lap tops, PDA's, radios, headsets, portable fax machines, recorders, organizers, databanks, and electronic dictionaries or translators) 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 above).

Student Course Reinstatement Policy:

Students have a responsibility to arrange payment for their classes when they register, either through cash, credit card, financial aid, or the installment plan. Faculty members have a responsibility to check their class rolls regularly, especially during the early weeks of a term, and reconcile the official class roll to ensure that no one is attending class whose name does not appear on it. Students who are dropped from their courses for nonpayment of tuition and fees who request reinstatement after the official date of record (OE Date) can be reinstated by making payment in full and paying an additional \$75 per course reinstatement fee. A student requesting reinstatement should present the registrar with a completed **Enrollment Authorization Form** with the signature of the instructor, department chair, or dean who should verify that the student has been attending class regularly. Students who are reinstated are responsible for all course policies and procedures, including attendance requirements.

Resources:

Free tutoring is available in tutor center located in the library. Please check the scheduled for the available dates and times. The Learning Emporium at the Central Campus is available to all HCC students for tutoring in Mathematics, among other subjects. You may visit them in SJAC 384 or contact them at 713-714-6356 Additional help is also available through Student Support Services. Students can get free assistance, 24 hours a day, 7 days a week, in Math, English and other subjects, at www.hccs.askonline.net. Typically, posted questions are answered by an HCC tutor or faculty within 24 hours (usually under 6 hours). There are also several online math resources that you can find with an internet search. You may also find information on the Learning Web site accessible through your specific HCCS campus website.

<u>EGLS$_3$ -- Evaluation for Greater Learning Student Survey System</u>
At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term. Visit www.hccs.edu/EGLS3 for more information.

Administration contact information

College - Level Math Courses

Chair of Math	Jaime Hernandez	SW Campus	713-718-2477	Stafford, Scarcella, N108
- Secretary	Tiffany Pham	SW Campus	713-718-7770	Stafford, Scarcella, N108
Math Assoc. Chair	Clen Vance	CE Campus	713-718-6421	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	Susan Fife	SE Campus	713-718-7241	Felix Morales Building, Rm 124
- Secretary	Maria Carmen Vasq	SE Campus	713-718-7056	Felix Morales Building, Rm 124
Dev. Math Assoc. Chair	Marisol Montemayo	SE Campus	713-718-7153	Felix Morales Building, Rm 124
Dev. Math Assoc. Chair	Jack Hatton	NE Campus	713-718-2434	Northline Building, Room 321
Technical Support Spec	Hien Nguyen	NE Campus	713-718-2440	Northline Building, Rm 321

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.

OBJECTIVES

1 FRACTIONAL NOTATION: MULTIPLICATION AND DIVISION

This unit addresses multiples of a number, divisibility tests for 2,3,5,6,9,10; factors of whole numbers; prime numbers from 1 to 100; prime factorization of composite numbers; identification of numerator and denominator; simplifying fractions; problem solving using fractional multiplication and division; determining whether two fractions are equivalent.

1.1 **Multiples and Divisibility**
1.2 **Factorizations**
1.3 **Fractions and Fraction Notation**
1.4 **Multiplication of Fractions**
1.5 **Simplifying**
1.6 **Multiplying, Simplifying, and More with Area**
1.7 **Reciprocals and Division**

2 FRACTIONAL NOTATION: ADDITION AND SUBTRACTION

This unit consists of finding the LCM of two or more numbers; converting from mixed numerals to fraction notation; converting from fractional notation to mixed numerals; addition and subtraction of fractions; using fractions in problem solving situations.

2.1   Least Common Multiples

2.2   Addition, Order and Applications

2.3   Subtraction, Equations, and Applications

QUIZ 1: COVERS SECTION 1 & 2

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3 DECIMAL NOTATION

This unit provides coverage of writing word names for decimal notation; conversion between fraction notation and decimal notation; ordering decimal numbers; rounding and estimating decimals; addition, subtraction, multiplication and division of decimals. The unit concludes with problem solving involving decimal operations.

3.1   Decimal Notation, Order and Rounding

3.2   Addition and Subtraction of Decimals

3.3   Multiplication of Decimals

3.4   Division of Decimals

3.5   Using Fractional Notation with Decimal Notation

3.6   Estimating

3.7   Applications and Problem Solving

QUIZ 2: COVERS SECTION 3

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4 PERCENT NOTATION

Concepts covered in Unit 4 include writing ratios in fractional notation; writing the rate of two different measures as a fraction; determining whether two ratios are proportional; solving proportions; solving applications involving ratios; conversions between percent form, fraction form, and decimal form of a number; translating percent applications to percent equations; solving basic percent applications; solving applied problems involving percent of increase or decrease.

4.1   Ratio and Proportion

4.2   Percent Notation

4.3   Percent and Fraction Notation

4.4   Solving Percent Problems Using Proportions

4.5   Applications of Percent

QUIZ 3: COVERS SECTION 4

COMPREHENSIVE FINAL EXAMINATION: COVERS SECTIONS 1 − 4