

**Division of College Readiness**

**Developmental Math Department**

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

MATH 0309: Introductory Algebra | Lecture | #14243

Spring 2019 | 12 Weeks (2-12-2019 to 5-12-2019)

In-Person | Katy Campus Rm 201 | TTH 2 p.m.-3:50 p.m.

3 Credit Hours | 48 hours per semester

### Instructor Contact Information

Instructor: Peter Anderson Office Phone: N/A

Office: N/A Office Hours: By appointment

HCC Email: peter.andersonkelly@hccs.edu Office Location: N/A

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.

## Instructor’s Preferred Method of Contact

Email is the 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 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 may be taking this alongside a college-level course and getting the time and support to help you succeed in your college-level course all in one semester.

### My Personal Welcome

### I would like to welcome everyone to this course. I am here to assist you through this course in any way I can. Always feel free to ask questions and reach out to me for assistance.

### Prerequisites and/or Co-Requisites

MATH 0309 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 0309 is a co-requisite to MATH 1332. Since MATH 0309 is co-requisite with MATH 1332, withdrawing from MATH 0309 will necessitate withdrawal from MATH 1332 as well. Please carefully read and consider the repeater policy in the [HCCS Student Handbook.](http://www.hccs.edu/resources-for/current-students/student-handbook/)



# Instructional Materials

### Textbook Information

|  |  |
| --- | --- |
| C:\Users\victor.hernandez7\Desktop\Math 0309 Book Cover.jpg | The textbook listed below is ***required*** for this course. ***Introductory Algebra Math 0309*** (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)  |

### 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](http://www.connectmath.com) and register using the Connect Math Course ID: D3CPH-PVJJT

### 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](http://www.hccs.edu/resources-for/current-students/tutoring/) 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](http://library.hccs.edu/%22%20%5Ct%20%22_blank).

## 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 0309: 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 0309, 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 0309, 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 make up
* Provide the course outline and class calendar which 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
* Participate actively by reviewing course material, practicing the material, 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 60% on the departmental final exam
* Be aware of and comply with academic honesty policies in the [HCCS Student Handbook](http://www.hccs.edu/resources-for/current-students/student-handbook/)

# Assignments, Exams, and Activities

### Exams

Midterm and Final are multiple choice. All other Exams will be free response.

### Midterm and Final Exams

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. You must get at least 60% (20 of 33) of the items correct on the final to pass the course (departmental decision).

### Grading Formula

4 Exams at 15% each (includes Midterm)

Quizzes 5%

Homework 10%

Final 25%

At the end of the semester, your overall grade will be computed as follows:

Class Grade=.15(Exam 1 Grade)+.15(Midterm 2 Grade)+.15(Exam 3 Grade)+.15(Exam 4)+.1\*(Homework Grade)+.05(Quiz)+.25(Final Exam Grade)

|  |  |
| --- | --- |
| **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/**](http://www.hccs.edu/resources-for/current-students/student-handbook/)

# Course Calendar

|  |  |  |
| --- | --- | --- |
|  |  **Course:** | **Math 0309 T TH (2:00 - 3:50 P.M.)** |
|  | **Text:** | **Introductory Algebra** |
|  | **Instructor:** | **Mr. Peter Anderson** |
|  | **E-mail:** | peter.andersonkelly@hccs.edu |
| Week | **Mon** | **Tue** | **Wed** | **Thu** | **Fri** |
|  | **2/11** | **2/12** | **2/13** | **2/14** | **2/15** |
| **1** |   | 1.1, 1.2 |   | 1.3, 1.4 |   |
|  |   |  |   |  |   |
|  | **2/18** | **2/19** | **2/20** | **2/21** | **2/22** |
| **2** | Holiday | 2.2, 2.3 |   | 2.4, 2.5 |   |
|  |  |   |  |   |
|  | **2/25** | **2/26** | **2/27** | **2/28** | **3/1** |
| **3** |   | 2.6, 2.7 |   | 3.1,3.2 |   |
|  |  |  |   |  |   |
|  | **3/4** | **3/5** | **3/6** | **3/7** | **3/8** |
| **4** |   | 3.3,3.4 |   | Test 1 |   |
|  |  |  |   |  |   |
|  | **3/11** | **3/12** | **3/13** | **3/14** | **3/15** |
| **5** | Spring Break | Spring Break | Spring Break | Spring Break |  |
|  |   |  |   |  |   |
|  | **3/18** | **3/19** | **3/20** | **3/21** | **3/22** |
| **6** |   | 4.1,4.2 |   | 4.3,4.5 |   |
|  |   |  |   |  |   |
|  | **3/25** | **3/26** | **3/27** | **3/28** | **3/29** |
| **7** |   | 5.1, 5.2 |   | Test 2 |   |
|  |  |  |  |  |   |
|  | **4/1** | **4/2** | **4/3** | **4/4** | **4/5** |
| **8** |   | 5.3, 5.5 |   | 5.6, 5.7 |   |
|  |  |  |  |  |   |
|  | **4/8** | **4/9** | **4/10** | **4/11** | **4/12** |
| **9** |   | 5.8, 5.9 |   | 6.1, 6.2 |   |
|  |  | Withdrawal Date |  |  |   |
|  | **4/15** | **4/16** | **4/17** | **4/18** | **4/19** |
| **10** |   | 6.3, 6.4 |   |  **Test 3** |
|  |  |  |  |  |
|  | **4/22** | **4/23** | **4/24** | **4/25** | **4/26** |
| **11** |   | 7.1, 7.2 |   | 7.3, 7.4 |   |
|  |  |  |   |  |   |
|  | **4/29** | **4/30** | **5/1** | **5/2** | **5/3** |
| **12** |   | Review |   | Test 4 |   |
|  |   |  |   |  |   |
|  | **5/6** | **5/7** | **5/8** | **5/9** | **5/10** |
| **13** |   |  |   | Final |   |
|  |   |  |   |  |   |

## 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

Absence on a test date is severely discouraged. If you miss an exam the Final Grade will replace the exam missed.

## Academic Integrity

has been learned, and that student is claiming an advantage not available to ot

her 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)

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

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, Version 1.2.6191 10 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. Itis 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.

LAST DAY TO WITHDRAW IS APRIL 9, 2019

## Student Conduct

Students should not engage in disruptive activities while in the classroom. Any conduct that is deemed detrimental to the academic atmosphere, such as cell phone use or consistent talking during instructional delivery, will not be tolerated. Any student found guilty of such conduct will be asked to leave the classroom.

## Electronic Devices

Misuse of Electronic Devices in the Classroom.

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

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).

Per department policy, Math 0309 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 | Incomplete Grades |
| Academic Support | International Student Services |
| Attendance, Repeating Courses, and Withdrawal | Health Awareness |
| Career Planning and Job Search | Libraries/Bookstore |
| Childcare | Police Services & Campus Safety |
| disAbility Support Services | Student Life at HCC |
| Electronic Devices | Student Rights and Responsibilities |
| Equal Educational Opportunity | Student Services |
| Financial Aid TV (FATV) | Testing |
| General Student Complaints | Transfer Planning |
| Grade of FX | Veteran Services  |

## EGLS3

The EGLS3 ([Evaluation for Greater Learning Student Survey System](http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/)) 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](http://www.hccs.edu/resources-for/current-students/student-e-maileagle-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 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

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| **College Level Math Courses** |
| Susan Fife - Chair of Mathematics | SW Campus | 713-718-7241 | Stafford, Scarcella, N108 |
| Jaime Hernandez - Associate Chair | CE Campus | 713-718-7772 | San Jacinto Building, Rm 369 |
| Ernest Lowery- Associate Chair | NW Campus | 713-718-5512 | Katy Campus Building, Rm 112 |
| Mahmoud Basharat- Associate Chair | NE Campus | 713-718-2438 | Codwell Hall Rm 105 |
| Tiffany Pham - Admin. Assistant | SW Campus | 713-718-7770 | Stafford, Scarcella, N108 |
| Christopher Cochran- Admin. Assistant | SW Campus | 713-718-2477 | Stafford, Scarcella, N108 |
|  |  |  |  |  |
| **Developmental Math Courses** |
| Marisol Montemayor- Chair of Dev Math | SE Campus | 713-718-7153 | Felix Morales Building, Rm 124 |
| Hien Nguyen- Associate Chair | SE Campus | 713-718-2440 | Felix Morales Building, Rm 124 |
| Jack Hatton- Associate Chair | NE Campus | 713-718-2434 | Northline Building, Room 321 |
| Carmen Vasquez- Admin. Assistant | SE Campus | 713-718-7056 | Felix Morales Building, Rm 124 |

For issues related to your class, please first contact your instructor.

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

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