

Foundations of Algebra Syllabus
Math 0305, Sections 001 [Room M122] and 004 [Room M128]
Spring 2024

Instructor: Professor Robert E. Plant, II

Office: M116B

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Office Hours:

Monday	Tuesday	Wednesday	Thursday	Friday (Flex)
<i>14:30 – 15:30 (LL)</i>	<i>8:30 – 9:15</i>	<i>14:30 – 15:30 (LL)</i>	<i>8:30 – 9:15</i>	<i>9:00 – 11:00</i>
<i>16:45 – 17:15 (DT)</i>	<i>15:15 – 16:30</i>	<i>16:45 – 17:15 (DT)</i>	<i>15:15 – 16:30</i>	
OR BY APPOINTMENT: Virtual Office Hours				

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

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

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

Course Supplies:

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

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

Required Tutoring Lab Attendance:

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

Weekly Quizzes:

- There will be a weekly quiz most weeks. Please see the class calendar to determine the weeks there will not be a quiz.
- Weekly quizzes will be given and taken in class.
- You should do all of your work for the weekly quiz on the weekly quiz.
- You must show all work to receive credit for each individual problem.

Grading Formula:

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

- Required Weekly Tutor Lab Attendance.....15% (1 hour = 60 minutes)
- Weekly Quizzes.....15% (13 @ 1.16 pts per Quiz)
- Comprehensive Final Exam.....70%

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

Reviewing Grades on Blackboard: After assignments are graded, log into Blackboard to see your grade.

Academic Dishonesty:

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

Resources:

- Blackboard! The course syllabus, calendar, gradebook, notes handouts, and assignments will be available on Blackboard.
- I am available to help you! Feel free to email me at rplant@southplainscollege.edu. When you email me, please give me up to 24 hours to respond. If you email about a specific math question, please attach a picture of the question and the work that you have tried.
- Peer tutoring is available via SPC and is required for this course Visit the link below to learn more about SPC tutoring: <http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>
- Free tutorial videos are available at the following sites: <https://www.mathstv.com/> and <https://www.khanacademy.org/>.

Withdrawal Policy: As required by Texas Education Code Section 51.907, all new students who enroll in a Texas public institution of higher education for the first time beginning with the 2007 fall semester and thereafter, are limited to six course drops throughout their entire undergraduate career. All course drops, including those initiated by students or faculty and any course a transfer student has dropped at another institution, automatically count toward the limit. After six grades of W are received, students must receive grades of A, B, C, D, or F in all courses. There are other exemptions from the six-drop limit and students should consult with a Counselor/Educational Planner before they drop courses to determine these exemptions. Students receiving financial aid must get in touch with the Financial Aid Office before withdrawing from a course. It is the student's responsibility to drop. Excessive absences will result in an administrative withdrawal with a Grade of X or F. If you plan to withdraw, please consult with the instructor immediately. **Note: The last day to drop with a grade of W is Thursday, April 25th, 2024.**

Succeeding in a Math Class:

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

Mr. Robert E. Plant, II
Spring 2024 Tentative Calendar
MATH 0305

Week (Dates)	Part I of Week	Part II of Week
1 (1/15 to 1/19)	Introduction	Tips for Success in Math Courses; Time Management
2 (1/22 to 1/26)	Overcoming Anxiety; Whole Numbers: “+” and “-”	Whole Numbers: “×” and “÷” Syllabus and Tips Quiz
3 (1/29 to 2/2)	Class Materials; Integers and Absolute Values I	Integers and Absolute Values II Whole Numbers Quiz
4 (2/5 to 2/9)	Math Note Taking; Powers, Primes, and Roots	GCF and LCM Signed Numbers Quiz
5 (2/12 to 2/16)	Using Available Resources; Fractions: “×” and “÷”	Fractions: “+” and “-” Powers, Primes, and Roots Quiz
6 (2/19 to 2/23)	Memory Improvement; Decimals: “+” and “-”	Decimals: “×” and “÷” Fractions Quiz
7 (2/26 to 3/1)	Preparing for a Math Test; Percents and Conversions	Order of Operations Decimals Quiz
8 (3/4 to 3/8)	Test-taking Strategies; Algebraic Expressions (Subs.)	1-step and 2-step Equations; Percents & Order of Ops. Quiz
3/11 to 3/15	SPRING BREAK – NO CLASSES	
9 (3/18 to 3/22)	After the Math Test; Multi-step Equations	Percent Equations and Models Expressions and Equations Quiz
10 (3/25 to 3/29)	BONUS: Tutor Responsibilities; Linear Inequalities I	Linear Inequalities II Multi-step and Applications Quiz
11 (4/1 to 4/5)	Tutoring Update; Rules of Exponents I	Rules of Exponents II Inequalities Quiz
12 (4/8 to 4/12)	Final Exam Preparation; Rules of Exponents Wrap-up	Polynomials and Operations Rules of Exponents Quiz
13 (4/15 to 4/19)	Review/Finish: Polynomials and Operations	Coordinate Plane: Basics
14 (4/22 to 4/26)	Lines and Slope	Graphing Linear Equations Polynomials and Coordinates Quiz
15 (4/29 to 5/3)	Final Exam Review I	Final Exam Review II Lines, Slope, and Graphs Quiz
16 (5/6 to 5/10)	FINAL EXAMINATION SCHEDULE Wednesday, 5/8, 8:00 – 10:00 AM Thursday, 5/9, 8:00 – 10:00 AM ORIGINAL CLASSROOM (COVID-permitting)	