



**Syllabus:** Modular Math – College Prep 1/College Prep 2

**Course Number:** MATH0021-8 weeks/MATH 0022-8 weeks

**Semester & Year:**

**Instructor Information**

Name: Jamie Ashby

Office: Business Computer Technology (BCT) bldg. #30

Telephone: 903-823-3319

E-mail: [jamie.ashby@texarkanacollege.edu](mailto:jamie.ashby@texarkanacollege.edu)

Office Hours: TBA

**Textbook Information**

The textbook reference for this course is *Prealgebra & Introductory Algebra*, by Franklin Wright (ISBN 978-1-932628-93-7). You are not required to purchase a textbook. We will not use it in class. You ARE REQUIRED to purchase a license number/access code for Hawkes courseware. Be sure to bring this license number/access code to class. All work will be done using the Hawkes courseware/webpage.

**Student Learning Outcomes for the Course**

Upon completion of these courses students should be able to:

***College Prep 1***

1. Perform order of operations problems with exponents.
2. Perform arithmetic operations with integers.
3. Perform arithmetic operations with fractions.
4. Solve linear equations in one variable.
5. Solve linear application problems.
6. Use properties of exponents to simplify an algebraic expression.
7. Multiply and simplify polynomials.
8. Divide and simplify polynomials.

***College Prep 2***

1. Construct and simplify composition of algebraic functions.
2. Factor a trinomial expression- $ax^2 + bx + c$ .
3. Factor a binomial expression-difference of squares.
4. Solve a quadratic equation by factoring.
5. Perform addition and subtraction on radical expressions.
6. Simplify an expression using rational exponents.
7. Solve a radical equation.
8. Find a linear equation in slope-intercept form.

**Student Requirements for Completion of the Course and Due Dates:**

**Modules:** Students move through a series of content modules using a mastery learning approach, making extensive use of computer software for content delivery, practice of skills, and assessment (graded homework/certifies, and module post-tests).

**Module Tests (8 Total):** All module Post-Tests must be completed in the classroom with the instructor or the TC Testing Center. Pre-Tests are for review only and do not affect your score.

- College Prep 1 –**
- \*Module 1:** Sections 1.6, 1.9, 1.10, 1.11 2.5, 2.6, 2.7
  - Module 2:** Sections 5.1-5.5, omit 5.1a
  - Module 3:** Sections 5.6-5.9
  - Module 4:** Sections 7.1-7.6a omit 7.5

**\*NOTE:** Calculators are allowed on all work in MATH 0021 except for **Module 1** and are allowed in MATH 0022 unless otherwise instructed. Students may not use phones or tablets as a calculator.

**College Prep 2 – Module 5:** Sections 6.5a, 6.6, 10.1-10.2 omit 6.5b

**Module 6:** Sections 7.6b-7.11 omit 7.8b

**Module 7:** Sections 9.1-9.5

**Module 8:** Sections 6.1-6.4

**Final Exam:** A comprehensive final exam will be administered separately for College Prep 1 and College Prep 2 once the modules for each individual course have been completed. A sample final for each course is available for purchase in the TC bookstore.

### Student Assessment

You have the following possibilities for earning points:

- |                                    |            |
|------------------------------------|------------|
| (1) Homework Assignments (Certify) | 20%        |
| (2) Module Tests and Lab grade     | 50%        |
| (3) Final Exam                     | <u>30%</u> |
| TOTAL 100%                         |            |

\*\*In order to progress from one module to the next, students must make a minimum score of 80% on Module Homework (Certify) and 70% on Module Post-tests. Students may use notes to complete Certifies but **may not** use notes during tests. Tutors may help you in practice mode, but **do not** ask them to work problems for you when you certify.

**Grading Scale:** The following scale will be used to assign a letter grade for this course.  
An average of 70 or better is required for credit.

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

### Class Schedule and Assignments

Modular classes follow a “work at your own pace” model. There will be approximate dates for completion of each module but none are exact due dates. To receive credit for both courses, all work must be completed by the end of the semester with the appropriate grade for advancement. See Hawkes Learning Software for assignments. See handout for approximate due dates.

### Attendance Policy

Students are allowed **4** absences per course. More than **4** absences may result in being dropped from the course. Three tardies count as one absence. Arriving late or leaving early counts as a tardy. If you arrive after I have taken role you will be counted absent. It is **your responsibility** at the end of the class period to inform me that you arrived late so that I can change the absence to a tardy. After that class period, if you have not informed me that you came in tardy, the absence will stand.

### Academic Integrity Statement

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the

Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an "F".

This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Student Handbook at <https://texarkanacollege.edu>.

### **Disability Act Statement:**

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonja Blasé' at 903.823.3349.

If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations.

### **Financial Aid:**

**Attention!** Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

### **Class Policies:**

Cell Phone use is prohibited during class unless given permission by the instructor. If you are using a cell phone during class you will be asked to leave and counted absent for the day. Please turn your phones on silent, not vibrate.

Cheating is prohibited. Anyone caught cheating on an assignment will have earned an 'F' for the semester OR you may be dropped from the course.

Any course correspondence will be through TC student email or Remind. It is the student's responsibility to check his/her TC email regularly for any announcements relating to the course.

A student may be **dropped** from the course for any of the following reasons:

1. Missing 5 classes per course.
2. Missing 4 required weeks of Lab time per course.
3. Any breach of classroom conduct. The instructor reserves the right to remove any student from the class for any disruptive conduct which may result in the student being dropped with an **F** from this course (see Student Handbook).
4. See **Special Note** on the following page.

### **Lab Time**

#### **Required Time**

Beginning the first week of class, a student is required to complete a minimum of one hour (60 minutes) of lab time per calendar week (counted Monday through Sunday). Your hour does not have to be completed in one session. You may put in a minimum of fifteen minutes at any time during the week. You may be dropped from this course(s) if you fail to complete four weeks of lab time per course.

**You may accumulate time by going to the Math Lab located on the second floor of the library.**

**Math Lab:** The Math Lab is a good place for doing homework. There are computers available as well as **free** Math tutors. For your Math Lab time to be counted you must sign in each time you enter the Math Lab and sign out each time you leave the Math Lab. If you fail to sign out, your time will be deleted. The

Math Lab will provide me with a copy of the sign in sheet each week, you do not have to bring anything to me for your time to be counted. Hours of operation will be posted in the Math Lab.

Math Lab hours of operation for this semester are:

Mon – Thurs 8:00 am – 9:00 pm

Fri 8:00 am – 4:00 pm

Sun 2:00 pm – 9:00 pm

### **Lab Grade**

- Each student will begin the semester with a lab grade of **100**. Each week that you do not complete your assigned lab 15 points will be deducted from your lab grade.
- This lab grade will count as a test grade.
- I will not calculate your final lab grade until the final test is taken for each course. If you want to know your lab grade during the semester, you will need to keep up with your own lab time.
- A separate lab grade will be calculated per course. Your lab grade starts over after you complete 0021.

**The instructor reserves the right to amend the syllabus as needed.**

### **Special Notes:**

Even though this course is designed to let students work at their own pace, in order for students to have a chance to complete both courses, they must meet certain deadlines.

If a student has not completed at least 50%, **at least two modules**, of the course by the **beginning** of the sixth week of the course, the student must meet with the instructor and may be required to drop the course. If the student fails to meet with the instructor, the student will be dropped from the course.

Students who receive an “Incomplete” in College Prep 1 and wish to complete College Prep 2 in the same semester will have until the census date for College Prep 2 to complete the first course. This is a mandate and cannot be altered by the instructor. Otherwise, students will be given until the end of the semester to complete the first course. The College Prep 2 course will then have to be taken during the next semester.

At the end of College Prep 2, there will be two separate testing times as designated by the campus-wide schedule. The only activity which will be allowed during these test times is the taking of the final exam. All other work to complete Certifies and Module Tests must be done in the Math Lab and the Testing Center, respectively. If you have not completed all work for the course with the appropriate grade on the first scheduled day and time, you will inform the instructor and will then be allowed to come to the second scheduled day and time.

If you have not completed all work for the course with the appropriate grade at the beginning of the second scheduled day and time, you will not be allowed to take the final exam and will receive a zero for that test and any other work not completed and your overall average will then be calculated.