Syllabus Spring 2015
PJC Math 0300.001 ~ Elementary Algebra
Paris Junior College

Instructor: Jeff Norris
Office Location: BIN-309
Telephone: 903-886-5956
Email Address: jnorris@parisjc.edu

Textbook: *Title:* Math Essentials for College Success
Authors: Martin - Gay
Publisher: Prentice Hall
ISBN – 13: 978-1-256-80238-9
NOTE: The accompanying MyMathLab Access code is required!

Meeting Time/Location: TR 11:00 – 12:15 p.m. BIN-325

COURSE DESCRIPTION:
Topics covered include operations on signed numbers, properties of real numbers, evaluating and simplifying variable expressions, linear equations and inequalities, application of linear equations, formulas and problem solving, graphs and functions, and solving systems of linear equations. Prerequisite: LSKL 0306 or satisfactory score on placement test.

COURSE PURPOSE:
This course is designed to develop elementary algebraic skills in preparation for intermediate algebra. Elementary algebra is considered a zero level course. Zero level courses are intended for the development of skills needed for college level work; therefore, the class will not suffice for general education requirements and will not transfer as college level credit.

COURSE GOALS/OBJECTIVES:
Chapter 8: Exponents, Square Roots, Signed Numbers, and the Order of Operations
- Student will perform indicated operations on signed integers and rational numbers; use the Order of Operations agreement to simplify algebraic expressions; use the rules of exponents to simplify exponential expressions.

Chapter 9: Introduction to Algebra
- Student will solve one-step linear equations in one variable; evaluate and simplify variable expressions; solve simple problems involving perimeter, area and volume.

Chapter 10: Equations, Inequalities, and Problem Solving
- Student will solve linear equations in one variable; solve problems involving mixtures, motion, and formulas; solve linear inequalities in one variable and graph their solution set

Chapter 13: Exponents and Polynomials
- Student will be able to use rules of exponents to simplify algebraic expressions
- Student will accurately perform arithmetic operations (addition, subtraction, multiplication, and division) on polynomials

Chapter 14: Factoring Polynomials
- Student will be able to factor polynomials and use factoring to solve quadratic equations

STUDENT LEARNING OBJECTIVES
- The student is expected to use arithmetic, algebraic and critical thinking to model and solve real-world problems.
- The student is expected to interpret basic mathematical information verbally and graphically.

- The student is expected to evaluate basic mathematical information numerically and symbolically.

Evaluation Methods:

Students are expected to attend class regularly and to be prepared each time the class meets. Grades for the semester are calculated based on the student's performance on in-class quizzes, homework, three major tests, and the comprehensive final examination. Course grades are calculated as follows:

Quiz Average	10%
Homework Average	20%
Test Average (4 Major Tests)	50%
Comprehensive Final Exam	20%

Final course grades are assigned based on overall course average as follows:

Course Average	Course Grade
90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

Instructor Office Hours:

MW 11:30 a.m. – 1:00 p.m.; WR 5:00 - 6:00 p.m.
TR 9:00 a.m – 11:00 a.m. (on the campus of TAMU-C [BIN-309])
F 8:00 – 10:00 a.m.
Other times by appointment

Course Policies:

Homework: Homework will be assigned, submitted by the student, and graded online using the MyMathLab package. Access to MyMathLab may be purchased in our campus bookstore. All assignments *must* be completed on or before the due date (April 26). Once the due date expires, the assignment will no longer be available for the student to complete. You should do each assignment as soon as we cover it in class. Your homework average constitutes 20% of your overall course grade. Please see the class handout detailing how to access assignments through MyMathLab.

Quizzes: Short quizzes, usually about six problems, will be periodically assigned in MyMathLab. These quizzes will generally cover main topics from the previous two or three homework assignments. Quizzes will be submitted and graded in MyMathLab. Quizzes must be completed by the due date (April 26), but should be done immediately after the homework assignments covered on the quiz are completed. The quiz average constitutes 10% of your overall course grade.

Major Tests: Throughout the semester, four major tests will be administered. Test dates will be announced at least one week in advance. I do not give makeup exams. Please make sure that you have read and understood the

previous sentence: **I do not give makeup exams!!!** Exam dates are *extremely* critical to your passing the course. At the end of the semester, I will replace your lowest test grade with your score on the comprehensive final exam (assuming the final exam score is higher than your lowest test grade). This means that if you should, for any reason, miss an exam you can make up that score with your score on the final exam. However, if you miss more than one exam, you will have a zero averaged in for each missing test score after the first missed exam. Your test average makes up 50% of your course average. Tests are closed book, closed note, free response exams. All major tests are taken traditionally (paper and pencil) in class. The student is expected to show all work relevant to arriving at the solution of the problem.

Final Exam: The final exam in this course is a comprehensive (covers material from throughout the semester), multiple choice exam. Your score on the final exam constitutes 20% of your course average (more if it replaces a missed test or low test grade). Any student who does not take the final exam will receive a grade of 'F' in the course. The final exam is taken traditionally (with paper and pencil) in class. ***You cannot pass the class if you do not take the final exam.***

Tutoring: TAMU-C provides math tutors free of charge. Please avail yourself of this service. I will give you the Math Lab schedule as soon as I have it.

American with Disabilities Act: The college will provide reasonable accommodations for students with qualified disabilities. It is the student's responsibility to contact and disclose the nature and extent of the disability to the ADA coordinator located in the Counseling/Advising Center at all campuses.

Academic Honesty: Any student found cheating on an exam in this course will receive a grade of 'F' for the course. Additionally, that student will be reported to the Associate Dean of Math and Sciences at Paris Junior College, where further disciplinary action could be taken up to and including expulsion.

Other Policies: I do not allow a laptop computer on your desk. Please silence your cellphone upon entering class. Do not plan to use your cellphone as your calculator. I do not allow the use of "cellphone calculators" on exams. Do not bring your children to class. In general, be respectful of your classmates. Food and drink are not allowed in the classroom. A bottle of water *is* allowed.

INSTITUTIONAL ATTENDANCE POLICY FOR DEVELOPMENTAL CLASSES

Students are required to participate in continuous remediation every semester until all parts of the Texas Success Initiative have been satisfied. The attendance policy for all developmental courses is as follows:

- **Three- or four-hour classes meeting two times per week in fall and spring terms: students will be allowed a maximum of five absences;**
- Three- or four-hour classes meeting once per week: students will be allowed a maximum of three absences;
- Three- or four-hour classes meeting during summer terms: students will be allowed a maximum of three absences;
- One-hour classes (labs, etc.) meeting in fall, spring, and summer terms: students will be allowed a maximum of three absences.

Once students have exceeded the maximum number of absences, they will have the following options:

- Drop the class only after 60% of the semester has been completed with a grade of W unless it is their only developmental class;
- Stop attending the class and earn a grade of F.

In accordance with the State of Texas policy, the instructor will not drop a student from this class if he/she ceases to attend, rather the student may receive a grade of F for his/her semester grade. To avoid receiving a grade of F, students must initiate drop forms for developmental classes by the last day to drop a course as set by the state. However, a student may not drop all developmental classes but must remain enrolled in at least one developmental class for the entire semester. It is very important for students to complete their developmental classes sequentially and as quickly as possible.

You do not have the right to disrupt the class and disturb other students by coming into the classroom late, going in and out of the room during class, or leaving the classroom early. It is not fair for you to expect the instructor to go over material that was covered while you were absent when other students are ready to move ahead. You must plan to meet with your instructor or a tutor outside the designated class time if you are absent so that you can keep up with your assignments and tests.

You will find it most difficult, if not impossible, to pass this class if you do not attend on a regular basis. You may have daily assignments, quizzes, and tests which may not be made up. In addition, your instructor may use attendance as a part of your grade. If you must be absent, it is your responsibility to contact your instructor for assignments and to keep your instructors apprised of your situation. During the summer term or in evening classes, at least one chapter per class period may be covered. If you miss a class period, it will be very difficult to catch up with the rest of the class.

Students who have not attended class before the official report date must be dropped.

REPETITION OF DEVELOPMENTAL COURSES MAY RESULT IN A STUDENT HAVING DIFFICULTY MAINTAINING FINANCIAL AID ELIGIBILLITY.

Disclaimer: Course policies and procedures outlined in this document are subject to change in case of extenuating circumstances.