Foundations of Algebra Syllabus
Math 0305, Section 004 [Room M122]
Spring 2024

Instructor: Professor Robert E. Plant, II   **Office:** M116B   **Telephone:** (806) 716-2734

Email: rplant@southplainscollege.edu

Office Hours:

Monday	Tuesday	Wednesday	Thursday	Friday (Flex)
None	*8:00 – 9:15* *15:15 – 16:30*	*None*	*8:00 – 9:15* *15:15 – 16:30*	*9:00 – 12:00*
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.
- One week ranges from Monday to Friday.
- **Download the Penji app on your phone, computer, or tablet.**
- When you arrive at the Tutoring Lab, check in on the Penji app to get credit for your attendance.
- **Remember to put "MATH 0305" as your Course Code for the Penji app.**
- Your grade will be computed by finding the ratio of the minutes you attended the tutoring lab over the required 60 minutes ($\frac{attended\ minutes}{60} \cdot 100\%$).
- Each week of tutoring (Weeks 2 to 15 of Lecture) is due by Fridays at 3 PM and is worth 1 point.
- Weeks 12 to 15 will be graded as "extra credit" with the same point value assigned.

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. <u>The final responsibility for learning lies with the student</u>. The final letter grade for this course will be based on the following:

- Required Weekly Tutor Lab Attendance………………………..10% (1 hour = 60 minutes)
- Midterm Exam #1...20%
- Midterm Exam #2…………………………………………….20%
- Final Exam...30%

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.

Missed Assignments and Exams:
- Any graded work submitted after the due date will not be accepted or graded.
- One missed exam, for any reason, will have the comprehensive final exam replace the zero earned. The second missed exam will be a zero.
- If the Final Exam is not attempted, a grade of F will be reported for the student's grade regardless of the grade before the Final Exam was administered.

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.mathtv.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 24th, 2025.**

Success 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 2025 Tentative Calendar
MATH 0305

Week (Dates)	Part I of Week	Part II of Week
1 (1/13 to 1/17)	Introduction	Tips for Success in Math Courses Whole Numbers: "+" and "−"
2 (1/20 to 1/24)	Time Management Whole Numbers: "×" and "÷"	Integers and Absolute Values I
3 (1/27 to 1/31)	Overcoming Anxiety Integers and Absolute Values II	Powers, Primes, and Roots
4 (2/3 to 2/7)	Preparing for a Math Test GCF and LCM	Fractions: "×" and "÷"
5 (2/10 to 2/14)	Test-taking Strategies Fractions: "+" and "−"	**Unit 1 Exam Review**
6 (2/17 to 2/21)	**Unit 1 Exam**	Decimals: "+" and "−"
7 (2/24 to 2/28)	After the Math Test Decimals: "×" and "÷"	Percents and Conversions
8 (3/3 to 3/7)	Reading & Using Materials Order of Operations	Algebraic Expressions (Subs.)
9 (3/10 to 3/14)	Using Available Resources 1-step and 2-step Equations	Multi-step Equations
3/17 to 3/21	**SPRING BREAK – NO CLASSES**	
10 (3/24 to 3/28)	Math Note Taking Percent Equations and Models	Linear Inequalities
11 (3/31 to 4/4)	**Unit 2 Exam Review**	**Unit 2 Exam**
12 (4/7 to 4/11)	Improving Memory Rules of Exponents I	Rules of Exponents II
13 (4/14 to 4/18)	Final Exam Preparation Rules of Exponents Wrap-up	Polynomials and Operations
14 (4/21 to 4/25)	Coordinate Plane: Basics	Lines and Slope
15 (4/28 to 5/2)	Graphing Linear Equations	**Final Exam Review**
16 (5/5 to 5/9)	**FINAL EXAMINATION SCHEDULE** **Thursday, 5/8, 8:00 – 10:00 AM** **ORIGINAL CLASSROOM (COVID-permitting)**	