# South Plains College
# Common Course Syllabus: NCBM 0105
# Revised August 2021

**Department:** Mathematics, Engineering, and Computer Science

**Discipline:** Mathematics

**Course Number:** NCBM 0105 Section 157

**Course Title:** Developmental Mathematics

**Available Formats:** This course primarily utilizes the Internet. However, the final assessment will be face-to-face.

**Campuses:** Levelland, Reese, Plainview, and Lubbock Center. This section is a completely online class.

**Course Description:** Topics in mathematics, such as arithmetic operations, basic algebraic concepts and notation, geometry. And real and complex number systems are taught to prepare students for any of the corequisite courses.

**Prerequisite:** Maximum ABE score of 4 on the TSIA1 or a maximum diagnostic score of 3 on the TSIA2.

**Credit:** 1 **Lecture:** 0 **Lab:** 3

**Textbook:** None, use of EdReady required

**Supplies:** Access to a computer with internet connection is required for this course. For the final assessment (final exam), please bring an adequate supply of pencils. A calculator is not permitted on the final assessment (final exam) and should not be used during the course.

**This course partially satisfies a Core Curriculum Requirement**: No

**Student Learning Outcomes:** Upon completion of this course and receiving a passing grade, the student will be able to:

1. Use appropriate symbolic notation and vocabulary to communicate, interpret, and explain mathematical concepts.
2. Define, represent, and perform operations on real numbers, applying numeric reasoning to investigate and describe quantitative relationships and solve real world problems in a variety of contexts.
3. Use algebraic reasoning to solve problems that require ratios, rates, percentages, and proportions in a variety of contexts using multiple representations.
4. Apply algebraic reasoning to manipulate expressions and equations to solve real world problems.
5. Use graphs, tables, and technology to analyze, interpret, and compare data sets.
6. Construct and use mathematical models in verbal, algebraic, graphical, and tabular form to solve problems from a variety of contexts and to make predictions and decisions.

**Student Learning Outcomes Assessment:** Student must take a written end of semester assessment covering the information covered in EdReady in class.

**Course Evaluation:** EdReady will evaluate the mastery of each student and give a score between 0 and 100 **and** student grade on the written end of semester assessment.

**Attendance Policy:** The student will be required to communicate with the instructor at least **once** per week and work in EdReady each week for the duration of the course. Failure to do so will result in the student possibly being dropped from the course.

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Missing in-text citations.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain an unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

**COVID Syllabus Statement:** Consistent with the latest CDC recommendations, we have revised our guidance for students, faculty, and staff who have a known exposure or have tested positive. Anyone with a known exposure should wear a mask for 10 days and should seek a COVID-19 test on day five after exposure. If you test positive or develop symptoms, you should immediately self-isolate and seek a COVID-19 test. Please immediately notify your instructor, supervisor, and DeEtte Edens, Associate Director of Health and Wellness, any time you test positive for COVID-19. Anyone who tests positive is required to self-isolate for five days. Following the five-day isolation period, if you are asymptomatic or your symptoms are resolving, you may return to work or class but should wear a mask for five additional days. If you are still symptomatic, please contact DeEtte Edens at dedens@southplainscollege.edu or 806-716-2376 prior to your return date.

**Student Code of Conduct Policy**: Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning**.** Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

**Diversity Statement:** In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**Disability Statement:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable

documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

**Nondiscrimination Policy:** South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

**Title IX Pregnancy Accommodations Statement:** If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health and Wellness at 806-716-2362 or email rcanon@southplainscollege.edu for assistance.

**Campus Concealed Carry**: Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: http://www.southplainscollege.edu/campuscarry.php
Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

**SPC Bookstore Price Match Guarantee Policy:** If you find a lower price on a textbook, the South Plains College bookstore will match that price. The difference will be given to the student on a bookstore gift certificate! The gift certificate can be spent on anything in the store.

If students have already purchased textbooks and then find a better price later, the South Plains College bookstore will price match through the first week of the semester. The student must have a copy of the receipt and the book has to be in stock at the competition at the time of the price match.

The South Plains College bookstore will happily price match BN.com & books on Amazon noted as *ships from and sold by Amazon.com*. Online marketplaces such as *Other Sellers* on Amazon, Amazon's Warehouse Deals, *fulfilled by* Amazon, BN.com Marketplace, and peer-to-peer pricing are not eligible. They will price match the exact textbook, in the same edition and format, including all accompanying materials, like workbooks and CDs.

A textbook is only eligible for price match if it is in stock on a competitor's website at time of the price match request. Additional membership discounts and offers cannot be applied to the student's refund.

Price matching is only available on in-store purchases. Digital books, access codes sold via publisher sites, rentals and special orders are not eligible. Only one price match per title per customer is allowed.

Note: The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.

COURSE SPECIFIC INFORMATION FOR NCBM0105.157

**Instructor:** Phyllis Cormier
**Email:** pcormier@southplainscollege.edu
**Office:** Reese Center, Building 2 Rm 223B Phone: (806)716-2797

**Office hours:**

| Monday | Tuesday | Wednesday | Thursday | Friday |
|---|---|---|---|---|
| 11:00 – 12:00PM | | 11:00 – 12:00 PM | 10:30 - 11:00 AM | 9:30 – 11:00 AM Virtual |
| 2:30 – 3:00PM | 2:30 – 5:30 PM | 2:30 – 3:00 PM | | |

Face-to-Face office hours will be in my office, room 223B. Office hours are time I have set aside to work with students on any questions they have about the class. Please use this time to improve your understanding of the material. Appointments may be made to meet face-to-face or virtual. You may make an appointment through email, in person, or by calling. I will respond to emails within 24 hours. If I am in my office, feel free to stop by without an appointment.

**Email:** All students at South Plains College are assigned an SPC email account. Although personal email addresses will continue to be collected, the assigned SPC email account will be used as the official channel of communication for South Plains College. Students should make it a habit to check their student email account frequently. (Copied from SPC Student Guide.)

**Textbook**: There is no required textbook for this class. However, access to the EdReady website (https://southplainscollege.edready.org ) is required.

**Supplies**: Access to a computer with an internet connection is required for this course. For the final assessment (final exam), please bring an adequate supply of pencils. Calculators are not allowed on the final exam.

**Blackboard**: Blackboard is the online course management system that will be utilized for this course. This course is supplemented online, so all access to course information and your instructor is through the Internet. This course syllabus, as well as all course materials can be accessed through Blackboard. Login at https://southplainscollege.blackboard.com/. The user name and password should be the same as the MySPC and SPC email.

User name: first initial, last name, and last 4 digits of the Student ID

Password: Original CampusConnect Pin No. (found on SPC acceptance letter)

Questions regarding Blackboard support may be emailed to blackboard@southplainscollege.edu or by telephone to 806-716-2180.

**Student Learning Outcomes Assessment**: Students must take a written end-of-semester assessment (final exam) covering the information from EdReady.

The class will cover topics from the following units of study in the EdReady system:

1) Whole Numbers
2) Fractions & Mixed Numbers
3) Decimals
4) Ratios, Rates, and Proportions
5) Percents
6) Real Numbers
7) Solving Equations

8) Exponents and Polynomials
9) Factoring
10) Geometry
11) Complex Numbers.

**Course Evaluation:** EdReady will evaluate the student's mastery of each math concept and provide the student with a score between 0 and 100. The student's goal is to earn an EdReady score of at least 90, which should provide a strong background of mathematical understanding for the final assessment (final exam). At the end of the semester, the student will take a written assessment (final exam) that will determine the student's final course grade for this NCBM 0105 course. The student will schedule a time with the instructor to meet face-to-face for the written assessment (final exam). Calculators are not allowed on the final exam. Performance on this final exam assessment will result in a pass or fail grade for the course. The student must score at least a 70% on the final exam assessment to pass the NCBM 0105 course. A grade of 'P' is assigned for a passing grade, while a grade of 'F' for a failing grade. In order to be fully prepared for the final assessment, it is strongly recommended that the student master enough topics in the EdReady system to obtain a score of at least 90.

**Attendance/Student Engagement Policy:** Consistent practice and effort are the most important activities for success in this course. The instructor maintains records of the student's engagement throughout the semester. The student will be required to communicate with the instructor at least once per week for the duration of this course. Failure to communicate at least once per week with the instructor will result in the student being dropped from the course.

**Getting Started in EdReady:**
Inside your Blackboard course, you will find a link to EdReady. After clicking this link, you should find an area on the screen to enter a goal key. The area should look similar to:


Your goal key for this course is: **Cormier0105Sp22** This goal key is case-sensitive, so make sure to provide the correct upper- and lower-cases of the letters.
Once into the correct goal, you will take an initial diagnostic test.

**Taking the Initial Diagnostic Test:**

- Please allow at least one hour for this test. However, if you need more time or need to step away, there is an option to save and exit.
- After completing this initial diagnostic test, contact your instructor for next steps to complete the requirements for this course.

**To maximize potential for successfully completing this course:**

- Watch the video https://vimeo.com/edready/review/129791734/5c7e5aa696
  To help you get started on EdReady
- Set aside time each day to concentrate on math.
- Work through your study path
  - Warm-up: Short assessment to determine preparedness for unit
  - Presentation: Lecture video to explain the concept
  - Worked examples: Examples are given and details for the solution are explained
  - Topic text: Similar to an online textbook
  - Practice: Examples for you to try. If you miss a problem, a brief explanation is given before allowing another attempt on the same problem.
  - Review: Examples for you to try, but in the review, the feedback is given after all of the examples have been attempted.

- Work problems without a calculator.
- Take a test to determine if you have mastered the topic **after** you have studied the material.
- Ask questions if you need help. Start with me. I will be happy to help you.

**SPC Tutors**
Tutoring is FREE for all currently enrolled students. Make an appointment or drop-in for help at any SPC location or online! Visit the link below to learn more about how to book an appointment, view the tutoring schedule, get to know the tutors, and view tutoring locations.
http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php

**Tutor.com**
You also have 180 FREE minutes of tutoring with tutor.com each week, and your hours reset every Monday morning. Log into Blackboard, click on the tutor.com link on the left-hand tool bar and grab a session with a tutor. You can access tutor.com tutors during the following times:
Monday – Thursday: 8pm-8am
6pm Friday – 8am Monday morning
Free tutoring is available through the college. Check Blackboard for additional information about tutoring.

**Suggested Course Schedule:** The following schedule shows the minimum you should complete each week. It is recommended that you work ahead of schedule.

| Week | Date | Lesson Topic/ Assignment |
|---|---|---|
| 1 | Jan 18 – Jan 21 | 1. The instructor will post the syllabus and information regarding initial steps for beginning the course.<br>2. The student will set up an EdReady account at https://southplainscollege.edready.org<br>3. After receiving the goal key from the instructor, student will complete the initial diagnostic test. |
| 2 | Jan 24 – Jan 28 | Complete the first 6 topics in the Whole Number Unit<br>1. Place Value and Names for Whole Numbers<br>2. Rounding Whole Numbers<br>3. Comparing Whole Numbers<br>4. Adding Whole Numbers and Applications<br>5. Subtracting Whole Numbers and Applications<br>6. Estimation |
| 3 | Jan 31 – Feb 4 | Complete topics 7 – 12 in the Whole Number Unit<br>7. Multiplying Whole Numbers and Applications<br>8. Dividing Whole Numbers and Applications<br>9. Properties and Laws of Whole Numbers<br>10. The Distributive Property<br>11. Understanding Exponents and Square Roots<br>12. Order of Operations |
| 4 | Feb 7 – Feb 11 | Complete topics 1 – 5 in the Fractions and Mixed Numbers unit<br>1. Intro to Fractions and Mixed Numbers<br>2. Proper and Improper Fractions<br>3. Factors and Primes<br>4. Simplifying Fractions<br>5. Comparing Fractions |
| 5 | Feb 14 – Feb 18 | Complete topics 6 – 9 in the Fractions and Mixed Numbers unit<br>6. Multiplying Fractions and Mixed Numbers |

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|---|---|---|
| | | 7. Dividing Fractions and Mixed Numbers<br>8. Adding Fractions and Mixed Numbers<br>9. Subtracting Fractions and Mixed Numbers |
| 6 | Feb 21 – Feb 25 | Complete the 5 topics in the Decimal Unit<br>1. Decimals and Fractions<br>2. Ordering and Rounding Decimals<br>3. Adding and Subtracting Decimals<br>4. Multiplying and Dividing Decimals<br>5. Estimation with Decimas |
| | | Complete the 2 topics in the Ratios, Rates, and Proportions Unit<br>1. Simplifying Ratios and Rates<br>2. Understanding Proportions |
| 7 | Feb 28 – Mar 4 | Complete the 2 topics in the Percent unit<br>1. Convert Percents, Decimals, and Fractions<br>2. Solving Percent Problems |
| 8 | Mar 7 – Mar11 | Complete topics 1 – 5 in the Real Number unit<br>1. Variables and Expressions<br>2. Integers<br>3. Rational and Real Numbers<br>4. Adding Integers<br>5. Adding Real Numbers |
| 9 | Mar 21 – Mar 25 | Complete topics 6 – 9 in the Real Number unit<br>6. Subtracting Real Numbers<br>7. Multiplying and Dividing Real Numbers<br>8. Associative, Commutative, and Distributive Properties<br>9. Order of Operations |
| 10 | Mar 28 – April 1 | Complete the 1 topic in the Solving Equations and Inequalities unit<br>1. Solving One-Step Equations Using Properties of Equality |
| 11 | April 4 – April 8 | Complete the 5 topics in the Exponents and Polynomials unit<br>1. Introduction to Single Variable Polynomials<br>2. Adding and Subtracting Polynomials<br>3. Multiplying Polynomials<br>4. Multiplying Special Cases<br>5. Dividing by a Monomial |
| 12 | Apr 11 – Apr 15 | Complete the 5 topics in the Factoring unit<br>1. Greatest Common Factor<br>2. Factoring Trinomials<br>3. Factoring: Special Cases<br>4. Special Cases: Cubes<br>5. Solve Quadratic Equations by Factoring |
| 13 | Apr 18 – Apr 22 | Complete the 2 topics in the Geometry unit<br>1. Figures in 1 and 2 Dimensions<br>2. Perimeter and Area |
| 14 | Apr 25 – Apr 29 | Complete the 2 topics in the Radical Expressions and Quadratic Equations unit<br>1. Complex Numbers<br>2. Operations with Complex Numbers |
| 15 | May 2 - 6 | Study week |
| 16 | May 9 – May 12 | Finals Week |