

South Plains College
Common Course Syllabus: NCBM 0105
Revised December 2022
Hybrid Course Meeting on Tuesdays from 9:30 a.m. – 10:45 a.m. in Math Room 123

Department: Mathematics, Engineering, and Computer Science

Discipline: Mathematics

Course Number: NCBM 0105

Course Title: Developmental Mathematics

Course Format: Hybrid (online and face-to-face components)

Campus: Levelland

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

This course partially satisfies a Core Curriculum Requirement: No

Instructor: Leah Chenault

Telephone: (806) 716-2740

Office: Office 106 in the Math and Engineering building in Levelland

Email: The instructor may be emailed through Blackboard or at lchenault@southplainscollege.edu.

Office Hours: As listed below or by appointment. I will be in my office on the Levelland campus during face to face (F2F) times listed below if you wish to meet in person. I will be online (via Zoom) during the office hours listed as virtual. You are welcome to pop in and out of my virtual office hours during that virtual time without scheduling a meeting. I will post the virtual office hour information/invite on Blackboard if you wish to join. If you do join virtually and I am helping someone else, please be patient and wait your turn. *If you need to schedule a time to meet outside of the office hours below, please email me to set up a time.*

Monday	Tuesday	Wednesday	Thursday	Friday
F2F: 12:30 p.m. – 2:30 p.m.	N.A.	F2F: 12:30 p.m. – 2:30 p.m.	F2F: 9:45 a.m. - 10:45 a.m.	Virtual and F2F: 8:30 am –11:30 am

Textbook: There is no required textbook for this class.

Supplies:

- Access to a computer with a high-speed internet connection is required for this course.
- Pencils and paper for all class meetings.
- Binder/folder in which to keep class handouts. I will provide the handouts on which we will be working each week. You just need a binder/folder in which to keep them.

Note: A calculator is not permitted during class meetings or on the final assessment (final exam).

Blackboard: Blackboard is the online course management system that will be utilized for this course. This course is supplemented online, so access to course and instructor information can be found there. 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: 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 and in our face-to-face in class. That assessment will determine if a student passes or fails the course.

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). On Blackboard, I will post your weekly progress towards the score of 90.

Student progress will also be informally assessed during our weekly class meetings.

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. Performance on this final exam will result in a pass or fail grade for the course. If you choose not to take the final exam, you will receive a F in 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 exam, it is strongly recommended that the student master enough topics in the EdReady system to obtain a score of at least 90 and successfully complete all tasks in our face-to-face meetings. Your final exam must be completed on Thursday, May 11th.

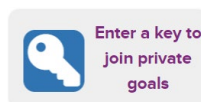
Attendance Policy: Attendance and effort are the most important activities for success in this course. The instructor maintains records of the student's attendance and EdReady progress throughout the semester. The student is expected to attend at least eighty percent (80%) of the total class meetings **and** make weekly EdReady progress (attaining an EdReady score of at least 90 by the end of the semester) to have the best chance of success.

If your number of absences in the face-to-face portion of the course goes above **three**, you may be dropped from the class with either an X (if you exceed that number before the drop date) or an F (if you exceed that number after the drop date). Class attendance may be taken at any time during the class period, so please do not be late or leave early. Leaving early and/or being tardy will be considered ½ absence.

If you do not make any EdReady progress for **three** consecutive weeks, you may be dropped from the class with either an X (if it occurs before the drop date) or an F (if it occurs after the drop date).

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: **Chenault0105Spring23**

This goal key is case-sensitive, so make sure to provide the correct upper- and lower-cases of the letters. Once you enter 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.
- This diagnostic exam should be completed by 9:30 a.m. on Tuesday, January 24th.
- After completing this initial diagnostic test, contact your instructor for next steps to complete the requirements for this course.

Ed Ready Course Schedule: The EdReady portion of the course is self-paced. You need to take the EdReady Initial Diagnostic by 9:30 a.m. CT on Tuesday, January 24th. You should then work through EdReady to reach a score of at least 90.

Your EdReady progress will be tracked weekly and recorded under the Blackboard tab titled "My Grades". These are not daily grades, just a tracking of your progress. Remember that it is recommended that you reach an EdReady score of at least 90 before you take the final exam. However, your course grade will only be determined by that final exam. I will monitor your EdReady progress on a weekly basis and post your progress each Friday. The EdReady course schedule will be as follows:

Diagnostic Exam: To start the EdReady portion of the course, complete the diagnostic exam by 9:30 a.m. CT on Tuesday, January 24th. Your score on this exam will be posted in the My Grades tab.

Weekly Progress (Weeks 2-15): After your initial diagnostic exam, your weekly EdReady progress will be updated on Blackboard each Friday (beginning with your Week 2 Progress on Friday, 1/27). You must reach an EdReady score of at least a 90 by 9:00 a.m. on Friday, May 5th.

Note: I will be recommending weekly EdReady topics during our face-to-face meetings.

Face-to-Face Schedule of Topics: Our class will meet in the math building room 123 at 9:30 a.m. each Tuesday throughout the semester. These classes are to review, reinforce and practice the skills you have already learned on EdReady. A schedule of topics for those meetings is as follows:

Week #	Date	Topic for the Day's Class
1	T – Jan 17 th	Course Intro; Syllabus; Growth Mindset; Assign Diagnostic Exam on EdReady
2	T – Jan 24 th	Integers and Order of Operations <i>Note: The diagnostic exam must be completed by the start of class on this day.</i>
3	T – Jan 31 st	Fractions and Mixed Numbers
4	T – Feb 7 th	Ratios, Rates, and Proportions
5	T – Feb 14 th	Decimals and Percents
6	T – Feb 21 st	Evaluating Expressions and Radicals
7	T – Feb 28 th	Solving Linear Equations
8	T – March 7 th	Rules of Exponents
9	T – March 21 st	Simplifying Polynomials
10	T – March 28 th	Factoring Polynomials
11	T – Apr 4 th	Factoring Polynomials continued
12	T – Apr 11 th	Solving Polynomials by Factoring
13	T – Apr 18 th	Geometry
14	T – Apr 25 th	Practice Exam in class
15	T – May 2 nd	Go over Practice Exam together in class <i>Note: Monitoring of EdReady progress will stop on Friday of this week. Your EdReady score should be at least 90 by that time.</i>
16	Th – May 11 th	Final Exam – The comprehensive final exam will be from 8:00 a.m. to 10:00 a.m. on Thursday, May 11 th . You must make 70% or better on the final exam in order to pass the course.

*Note: This schedule is tentative and may be altered as deemed necessary by the instructor. If there are any changes, they will be announced **in class and via a Blackboard announcement.***

Final Exam: You will take the course final exam, which will determine your grade (P or F) for the course. If you choose not to take the final exam, you will receive a F in the course. Your final exam is scheduled for Thursday, May 11th from 8:00 a.m. to 10:00 a.m. (no exceptions). This exam date and time is in accordance with the college's final exam schedule. Make up exams will not be given so please plan accordingly. Remember that you must score at least 70% on that final exam in order to receive a grade of "P" for the course. If your final exam score is below 70%, you will receive a grade of "F" for the course.

Academic Integrity (Plagiarism and Cheating Policy): “Complete honesty is required of the student in the presentation of any and all phases of course work. This idea applies to quizzes of whatever length as well to final examinations, to daily reports, and to term papers” (*SPC General Catalog*).

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.

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 27, 2023**

COVID Syllabus Statement: If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at dedens@southplainscollege.edu. A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication. Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

Student Code of Conduct Policy: Any successful learning experience requires mutual respect from the student and the instructor. Neither the instructor nor the student should be subject to others' rude, disruptive, intimidating, aggressive, or demeaning behavior. 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.

South Plains College policies concerning diversity, disabilities, non-discrimination, Title IX Pregnancy Accommodations, and Campus Concealed Carry Statements can be found here: <https://www.southplainscollege.edu/syllabusstatements/>.

South Plains College policies, return to campus plan, and protocols regarding COVID-19 can be found here: <https://www.southplainscollege.edu/emergency/covid19-faq.php>.

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.