MATH 0398 NALG– Fundamental Mathematics (Non-Algebra Pathway) – Fall 2021

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Office: Math 337

Class meeting time and place: Section 006 – MWF 12:00-12:50 – Math 212

Office Hours: These hours have been set aside to help students. Additional times are available by appointment. Office hours are available through Zoom upon request

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Purpose of Course:
This course will prepare you to move directly to SFA’s MATH 1332 CoReq (Math in Society) or MATH 1342 CoReq (Statistics) course. This is a non-algebra pathway that skips MTH 0399. For this reason you will not be eligible to take a regular MATH 1332 or MATH 1342 elsewhere, or any course that requires algebra. To do that you must first pass MATH 0399 or score at least 350 on the TSI Assessment.

NOTE: “Passing” the TSI Assessment does not equate to passing MATH 0398! If you plan to place out of MATH 0398, you should attempt this before the last date to drop/add. If you place out of MATH 0398 during the semester, you should continue participating in the course to prepare for credit math, otherwise you will receive a QF final grade in MATH 0398. The placement test does not prepare you for the next class!

Nature of Course:
Approximately two thirds of this course covers mathematical skills necessary to be successful in MATH 1332 and MATH 1342, and the other third covers student skills necessary to be successful in any course. You will have typical homework assignments covering both math and study skills.

Text and Materials:
• A portion of homework and quizzes will be completed using an online homework system known as MyMathLab at www.mymathlab.com. When you create your account you will need an access code and a course ID. The access code can be purchased at bookstores serving the college or the cheaper option is to purchase the access code directly through mymathlab. There is also a 14-day free trial available to assist students waiting on financial aid. The course ID depends on which section of the class you are enrolled in. Please use the correct course ID as follows: Section 006: dixon01385

• Fill-in-the-blank notes will be posted on d2l for each section that we cover. You are responsible for printing them and bringing them to class.
• You will be required to complete In-Class assignments on a notebook paper, and then scan your work as a pdf and upload it to a d2l dropbox. In order to scan your work as a pdf, there are several free apps that you can download and use on your phone. These include CamScanner, Genius Scan, Microsoft Office Lens, etc.
• You will need a scientific calculator for part of this class. Graphing calculators and calculators on cell phones, laptops, tablets, etc. are not permitted. A TI-30XS Multiview is recommended for this class and is also acceptable for both MTH 1332 and MTH 1342.
• To assist you in being successful in this class, you will also need a math notebook. Your notebook should be a 1” three ring binder with dividers. You may also want to acquire a pencil pouch, hole punch, notebook paper, and index cards for creating flash cards.

Course Requirements:
There will be a homework assignment through mymathlab for each section of material that is covered in class. These assignments will be due prior to the beginning of the following class period. You will have unlimited
attempts on each problem in the homework. **MyMathLab assignments will not be accepted late.** Attempt all MyMathLab homework assignments well in advance of the due date so that any mathematical and/or technical problems can be cleared up ahead of time.

- There will be in-class assignments due several days per week. They will be turned into a dropbox folder in d2l. **In-class assignments will not be accepted late.**
- **Three in-class exams**—If a student must miss an exam due to an excused absence, the final exam will replace the missed exam grade. **There are no make-up exams! No cell phone will be allowed on exams.** You will need to bring your own scientific calculator to exams. No additional time will be given on exams. The final exam is comprehensive and mandatory.  

  **Exam 1** – Wednesday, September 15th
  **Exam 2** – Friday, October 15th
  **Exam 3** – Friday, November 12th
  **Final Exam** – Section 006 – Monday, December 6 from 1:00 to 3:00pm

  Please note that the dates for our in-class exams are subject to change, but the final is university scheduled and cannot be taken at a different time without permission of the Dean of the College of Sciences and Mathematics.

**Grading Policy:**

Your final grade will be determined as follows:

- 15% MyMathLab Homework Average [CO: 1,2,3]  
  100%-90% RA

- 20% In-Class Assignments [CO: 1,2,3]  
  80% - 90% RB

- 45% Tests (3 @ 15% each) [CO: 1,2,3]  
  70% - 80% RC

- 20% Comprehensive Final Exam [CO: 1,2,3]  
  60% - 70% RD

- 100% Final Course Grade  
  0% - 60% RF

To pass the course you must have an overall class average of at least an RC (70%). Students who make an RA will have the choice to take a regular MATH 1332 or 1342 course or a corequisite version.

Grades can be accessed through MyMathLab. You should check your posted grades often and communicate any questions. You must check your grades prior to final exam week. Unless you email prior to finals week, you indicate that you are in agreement with the grades posted. Do not contact the instructor during exam week to make up an assignment or to be allowed extra credit.

**Attendance Policy:**

Attendance is expected and recorded for all students. Missing classes will significantly reduce the instruction you receive, and will therefore naturally decrease your semester grade.

You must make a commitment to attend every class, to arrive on time and to stay the entire time. Bring all necessary materials to each class, be attentive to the task at hand, take notes, and be prepared to participate in class discussions. You must make an additional commitment of doing work outside of class - one to two hours every day. Most importantly, ask for help when you need it.

The following is an excerpt from SFA Policy 5.4:

*The federal definition of a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates:*

1. **Not less than one hour of classroom or direct faculty instruction and a minimum of two hours out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or 10 to 12 weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time, or;**
2. **At least an equivalent amount of work as outlined in item 1 above for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.**

To this end, all students in courses offered by the Department of Mathematics and Statistics that wish to be successful should plan to spend each week a minimum of two hours outside of class for every credit hour associated with this course. Expected activities to be completed in the time outside of class include reviewing notes from previous class meetings, reading assigned course resources, completing all assigned exercises and projects, and performing periodic assessment preparation.

**Commitment:** Federal law and SFA policy 5.4 above requires that a typical 3 credit-hour face-to-face course consist of three hours of in-class instruction per week plus sufficient student work to require **at least** six additional study hours per week out of class. This course has been designed to be consistent with those expectations. You must make a commitment to attend every class, to arrive on time and to stay the entire time. You must make a commitment to work in class by taking notes and working the examples given. **You must make an additional commitment of doing work outside of class.** You should study math every day, including reading assigned materials, completing homework, studying for exams, participating in study groups, visiting your instructor or the AARC, etc. You must make a commitment to get help when you don’t understand what you are being asked to do. Your final grade will be the grade you actually earn. The more committed you are, the more successful you will be.

**Additional Help:** The AARC (Academic Assistance and Resource Center) provides tutoring and mentoring services including: **Walk-in tables** (available MTWR 1-8 and Sun. 4-8); For more information, visit the AARC (right side of the first floor of Steen Library) or the AARC webpage ([http://library.sfasu.edu/aarc/](http://library.sfasu.edu/aarc/)). **Note:** Students visiting the AARC for tutoring during the first half of the semester should check the walk-in table schedule for MTH 1332 tutors. After the second exam, any tutor will be able to help. The AARC provides writing help as well as math tutoring.

**Course description:**
Computations and applications involving fractions, decimals, percent, ratio and proportion; properties of the real number system; linear equation solving; beginning algebraic concepts, slope and linear equations in two variables. Student skills (soft skills) incorporated throughout. Will not count toward any degree requirement including elective credit. May be required of students with a marginal background in mathematics.

**Acceptable Student Behavior:** Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy 10.4). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

**Academic Integrity:** Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

**Definition of Academic Dishonesty (SFA policy A-9.1):** Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to: (1) using or attempting to use unauthorized materials on any class assignment or exam; (2) falsifying or inventing of any information, including citations, on an assignment; (3) helping or attempting to help other student(s) in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one’s own. Examples of plagiarism include, but are not limited to: (1) submitting an assignment as one's own work when it is at least partly the work of another
person; (2) submitting a work that has been purchased or otherwise obtained from the Internet or another source; (3) incorporating the words or ideas of an author into one’s paper or presentation without giving the author credit. Penalties may include, but are not limited to, reprimand, no credit for the assignment or exam, resubmission of the work, make-up exam, failure of the course, or expulsion from the university.

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See [http://www3.sfasu.edu/math/docs/syllabi/MATH0398Syllabus.pdf](http://www3.sfasu.edu/math/docs/syllabi/MATH0398Syllabus.pdf) for elements common to all sections.
MATH 0398 - Introductory Algebra
Course Syllabus

Course Description: Computations and applications involving fractions, decimals, percent, ratio and proportion; properties of the real number system; linear equation solving; beginning algebraic concepts; geometry. Will not count toward any degree requirement including elective credit. May be required of students with a marginal background in mathematics.

Credit hours: 3

The following is an excerpt from SFA Policy 5.4:

The federal definition of a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates:

1. Not less than one hour of classroom or direct faculty instruction and a minimum of two hours out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or 10 to 12 weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time, or;

2. At least an equivalent amount of work as outlined in item 1 above for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

To this end, all students in courses offered by the Department of Mathematics and Statistics that wish to be successful should plan to spend a minimum of two hours outside of class for every credit hour associated with this course. Expected activities to be completed in the time outside of class include reviewing notes from previous class meetings, reading assigned course resources, completing all assigned exercises and projects, and performing periodic assessment preparation.

Course Outline:

Approximate Time Spent:

- Prime factorization and LCMs 25%
- Operations on common fractions
- Operations on decimals
- Percent conversions
- Exponents and order of operations
- Geometry
- Evaluating and translating expressions
- Sets of numbers, order, absolute value
- Adding signed numbers
- Subtracting signed numbers
- Multiplication of signed numbers
- Division of signed numbers

- Properties of real numbers, factoring, combining like terms 30%
- Removing parentheses, simplifying, order of operations
- Addition principle of equation solving
- Multiplication principle of equation solving
- General equation solving
- Evaluating formulas, and solving formulas for a specified variable
- Percent applications
Student Learning Outcomes (SLO): At the end of MATH 0398, a student who has studied and learned the material should be able to:

1. Perform operations without a calculator on integers, fractions, and decimals.
2. Solve problems involving geometric formulas for perimeter, and area.
3. Use order of operations to evaluate expressions.
4. Perform percent conversions and calculations, and solve percent applications.
5. Recognize, name, and apply properties of real numbers.
6. Simplify expressions by removing parentheses and combining like terms.
7. Solve linear equations and inequalities.
8. Solve applications involving linear equations.
9. Understand and evaluate variable expressions.
10. Use the rectangular coordinate system to investigate linear functions and graphs.
11. Use exponent properties and perform operations on polynomials.
12. Factor polynomials
13. Organize and communicate in proper mathematical form all of the steps involved in the topics above.
14. Create and use note cards, study pages, mind maps, self-quizzes, and other study techniques.

Academic Integrity
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

The penalty for a student found cheating on any part of an assignment, quiz, or exam in this class will range from a grade of zero on the work to a grade of F in the course, and may result in additional, more severe disciplinary measures. A student who allows another to copy his work and the student copying the work are both guilty of cheating. Do your own work. Do not show your completed work to others. Do not allow others to copy your work.

Definition of Academic Dishonesty (SFA policy 4.1):
Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to:
- using or attempting to use unauthorized materials on any class assignment or exam;
- falsifying or inventing of any information, including citations, on an assignment;
- helping or attempting to help other student(s) in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one’s own. Examples of plagiarism include, but are not limited to:
submitting an assignment as one's own work when it is at least partly the work of another person;
• submitting a work that has been purchased or otherwise obtained from the Internet or
another source;
• incorporating the words or ideas of an author into one's paper or presentation without giving
the author credit.

Withheld Grades Semester Grades (SFA Policy 5.5)
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a
grade of WH will be assigned only if the student cannot complete the course work because of unavoidable
circumstances. Students must complete the work within one calendar year from the end of the semester in which
they receive a WH, or the grade automatically becomes an F. If students register for the same course in future
terms the WH will automatically become an F and will be counted as a repeated course for the purpose of
computing the grade point average. The circumstances precipitating the request must have occurred after the last
day in which a student could withdraw from a course. Students requesting a WH must be passing the course with
a minimum projected grade of C.

Students with Disabilities
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities
must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004
(TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the
accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay
your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices.

SFASU Mental Health Statement: SFASU values students’ mental health and the role it plays in academic and
overall student success. SFA provides a variety of resources to support students mental health and wellness. Many
of these resources are free, and all of them are confidential.

On-campus Resources:
SFASU Counseling Services
www.sfasu.edu/counselingservices
3rd Floor Rusk Building
936-468-2401

SFASU Human Services Counseling Clinic
www.sfasu.edu/humanservices/139.asp
Human Services Room 202
936-468-1041

Crisis Resources:
Burke 24-hour crisis line 1(800) 392-8343
Suicide Prevention Lifeline 1(800) 273-TALK (8255)
Crisis Text Line: Text HELLO to 741-741

Acceptable Student Behavior
Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other
students to learn from the instructional program (see the Student Conduct Code, policy 10.4). Unacceptable
or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave
class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional
forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full
discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class
regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program
provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

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