

**Master Syllabus**

**COURSE: Math 99 Algebra Foundations II**

**CRN:**

**CREDIT HOURS (Lecture/Lab/Total): 3/0/3**

**CONTACT HOUR (Lecture/Lab/Total): 45/0/45**

**INSTRUCTOR INFORMATION**

**Name:**

**Email:**

**Phone:**

**Office:**

**Office Hours:**

**Class Location:**

**COURSE DESCRIPTION:** Math 99 is designed as a foundation of additional algebraic skills for students to gain understanding of algebra before taking an entry level college math course. The major topics include polynomials and factoring, rational expressions and equations, radical expressions and equations, and solving and graphing with quadratics. A grade of “C” or better must be earned for the student to have satisfactorily completed MATH 0099 to meet the pre-requisite for an entry level college math course.

**PREREQUISITES:** MATH 0098; or ACT Math 17/18; or Compass Algebra 30-39; or Accuplacer Elementary Algebra 65-120, or Next Gen Accuplacer 250-262.

## LEARNING OUTCOMES:

1. Perform operations with polynomials.
2. Factor polynomials and solve polynomial equations.
3. Simplify and perform operations with rational expressions.
4. Solve rational equations.
5. Simplify and perform operations with radical expressions.
6. Solve radical equations.
7. Solve quadratic equations.
8. Graph quadratics.

**ASSESSMENT MEASURES:** The grade for the course will be determined using a variety of performance indicators which may include written and online assignments, quizzes and tests; class attendance; lab participation; comprehensive final exam (required). Instructors should consult departmental policies to determine required assessment measures.

**TEXTBOOKS**: Martin-Gay, Elayn. *Developmental Mathematics*. 3rd Ed. Upper Saddle River, NJ: Pearson, 2015. ISBN-13: 9780321936875 (Not required to purchase). Instructors will provide MyMathLab access codes.

**SUPPLIES AND EQUIPMENT:** The use of a scientific calculator (TI-30X II S or B) will be allowed. No graphing calculators or cell phone calculators are allowed. Individual instructors will determine additional supplies needed.

**ATTENDANCE POLICY:** It is the student’s responsibility to maintain regular contact with instructors. Class attendance is the responsibility of the student. All students must be officially enrolled in any course that they attend. It is expected that students attend all classes and be on time. If an absence occurs, it is the responsibility of the student for making up examinations, obtaining lecture notes, and otherwise compensating for what may have been missed. Students who stop attending class and do not officially drop, withdraw, or resign from the college may receive a grade of “F” for all coursework missed. Absences affect performance in this course and do not reflect well on participation. No student may substitute the attendance of another student. **Online students must be actively participating in online courses to be considered making progress.** **Hybrid students must attend face-to-face meetings as well as complete online assignments.**

Students should frequently check Canvas (Learning Management System) for notifications and updates to the course. Students are expected to use the online resources provided by NTCC to:

1. Track course assignments and progress

2. Discuss topics and issues with fellow students

3. Turn in assignments, quizzes, and tests

4. Check for any updates, changes or alterations to the course

5. Access all course materials to include presentations, assignments, quizzes, and tests.

## GRADING REQUIREMENTS: Instructors will follow departmental policies and include grading criteria here in either points or percentages by assessment measure. Example:

4 Written Tests = 40% The final exam score may replace the lowest test score

Final Exam = 25%

Quizzes = 10%

Homework = 15%

Attendance &

Participation = 5%

MML Practice Tests = 5% If a student completes all 4 of the tests with a 50% or higher the student will

 earn all 5 point in this category

Total = 100%

**GRADING SCALE: A: 90-100%, B: 80-89%, C: 70-79%, D: 60-69%, F: 0 -59 %**

**ACADEMIC INTEGRITY AND CONDUCT:** Students are expected to maintain the highest standards of academic integrity. Behavior that violates these standards is not acceptable. Plagiarism, cheating, and other forms of academic dishonesty are prohibited and are subject to disciplinary actions established in the Student Code of Conduct. The instructor reserves the right to assign a grade of “F” on any type of assignment or examination based on evidence that the student has violated the Student Code of Conduct.

**STUDENT BEHAVIOR/CLASSROOM DECORUM:** Students are encouraged to discuss, inquire, and express their thoughts and views during class. Classroom behavior that interferes with either the instructor’s ability to conduct the class or the ability of students to benefit from the instruction is not acceptable. Students are required to turn off all cell phones or similar electronic devices (or place them on silent mode) before coming into the classroom. The instructor reserves the right to assign no credit for work on that day if a student talks or texts on a cell phone or similar electronic device. The classroom is not a place for children, and students are not to bring their family members into the classroom.

**DISABILITY CODE:** If you are a qualified student with a disability seeking accommodations under the Americans with Disabilities Act, you are required to self-identify with the Student Affairs. No accommodations are granted without documentation authorized from Student Affairs.

**WITHDRAWAL POLICY:** The last day to withdraw from a course or resign from the college is **\_\_\_\_\_\_\_\_\_\_\_\_\_**. If you intend to withdraw from the course or resign from the college, you must initiate the action by logging into LoLA. The instructor will not withdraw you automatically.

**COMMUNICATION POLICY:** My.NorthshoreCollege.Edu is the official student email communication within Northshore Technical Community College. Therefore, the College has the right to send communications to students via their College email address and the right to expect that those communications will be received and read in a timely fashion. Every student is assigned a My.NorthshoreCollege.Edu. Students can redirect their College email address to an outside email provider. However, the College is not responsible for handling outside email providers, and redirecting their College email address does not absolve a student from their responsibilities associated with communication sent to their official College email address.

**COPYRIGHT POLICY:** Unless a student has obtained permission from the copyright holder, it is a violation of Copyright Law to print or photocopy chapters from a textbook that the student did not purchase. If the course requires the use of an electronic textbook, a student must look for a statement that allows for photocopying and/or printing of the eTextbook.

**NETIQUETTE POLICY:** This term is used to describe accepted, proper behavior on the Internet. Remember the following when communicating online (messages, discussion board, etc.):

* Never post profanity, racist, or sexist messages
* Be respectful of fellow students and instructors
* Never insult any person or their message content
* Never plagiarize or publish intellectual property
* Do not use text messaging abbreviations or slang
* Do not type in all CAPS (this is considered online yelling)