Policies and Procedures All Classes

Instructor: Tom Baker   Office: 223A   Phone: 716-4026   Text: **None Required**
Email: tbaker@southplainscollege.edu   Office Hours: M-R 8-8:30, 10:30-11; TR 1-2; F 8-11
Course Credit: A, B or C must be earned. See "Grade sheet" for Point Totals for each grade

Quality of Work Expectations (QWE) See sample on Blackboard

- **PENCIL – PENCIL – PENCIL– PENCIL– PENCIL– PENCIL– PENCIL– PENCIL**
- To be graded all work must be in **PENCIL** and have the student's **FULL NAME** on the first page
- All classwork turned in MUST BE on l**ined** (max. size 8.5 X 11) **loose-leaf notebook paper**
- **NO SPIRAL PAPER IS ALLOWED. NO** work on **SPIRAL PAPER** will be graded
- Work **MUST** include the original problem number and problem (except story problems)
- Work must be legible and must justify the answer
- **ALL** **ANSWERS** on classwork turned in with a **LESSON QUIZ** must be **CORRECT**
- Work for each problem must go **DOWN** the page not **ACROSS** the page
- Answers **MUST BE** CIRCLED or BOXED
- A line must be skipped between problems
- Multiple columns and work on the back of the page are allowed
- Once started, problems should be finished on the same side & in the same column of the page

DAILY QUIZZES (10 pts/quiz)

- **Only** notes, homework & calculators may be used as aids on these quizzes
- Quizzes will be taken at the end of class
- ALL work should adhere to the **Quality of Work Expectations** described above
- 2 points awarded for acceptable classwork (see topic below)
- 2 points for each QUIZ problems worked correctly
- Being tardy to class may result in losing 1 – 6 points on the quiz grade

TESTS (100 points/UNIT Test; FINAL Exam = 120 points)

- **ONLY** calculators may be used on these TESTS
- Problems should adhere to the **Quality of Work Expectations** described above
- Tests **MAY** be taken **early BUT never** late
- Students missing a UNIT TEST, **REGARDLESS OF THE REASON**, will carry a ZERO (0) for that test until the FINAL EXAM. A portion of the FINAL EXAM problems will be used to assign points for the missed test. Only one (1) unit test can be replaced in this manner

ACCEPTABLE CLASSWORK

- **ALL** answers **CORRECT** with proper work that justifies the answer on l**ined** (max. size 8.5 X 11) **loose-leaf notebook paper**
- A "**REASONABLE**" amount of problems is completed following the **QWE** delineated above
- "**REASONABLENESS**" is a subjective evaluation of the instructor based on three factors
  - o Lesson difficulty
  - o Time in class to work
  - o Number of times help is sought from the instructor

ATTENDANCE

Attendance is based on earning **at least** 1 point on the daily quiz. Failure to earn at least one point on the Lesson Quiz or missing class for **ANY REASON** constitutes an "ABSENCE" and will earn ZERO (0) points for the day.

CALCULATORS
Any calculator may be used in this class so long as it is a **DEDICATED** calculator unable to access the internet.

CAMPUS CONCEALED CARRY

South Plains College permits the lawful carry of concealed handguns in accordance with Texas state law, and Texas Senate Bill 11. Individuals possessing a valid License to Carry permit, or the formerly issued Concealed Handgun License, may carry a concealed handgun at all campus locations except for the Natatorium. For a complete list of campus carry exclusions zones by event, please visit

http://www.southplainscollege.edu/campuscarry.php

DISABILITY & DIVERSITY STATEMENTS
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 to federal law, a student requesting accommodations must provide acceptable documentation of his/her disability. For more information, call or visit the Disability Services Office in Rooms 809 and 811, Reese Center Building 8, 806-716-4675. 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.

DROPPED FOR EXCESSIVE ABSENCES/INAPPROPRIATE ATTITUDE
- A student with a **FAILING** average may be dropped after receiving his **4th** grade of **ZERO**
- Students who project an overt negative attitude toward the course, the class, classmates or instructor will be dropped from the class for disciplinary reasons and reported to the Dean of the Reese Center and the Dean of Students
- Once dropped, there is **NO REINSTATEMENT**

ELECTRONIC DEVICES
Due to past abuse, **ANY** use of **ANY** electronic device with internet access for **ANY** purpose is **DISALLOWED** in this class. **ALL** Power Point Lessons/Practice Sets of problems **MUST** be printed if you intend to use them in class—**NO EXCUSES-NO EXCEPTIONS.**

EQUAL OPPORTUNITY
South Plains College strives to accommodate the individual needs of all students and enhance their opportunities for success in the context of a comprehensive community college setting. It is the policy of South Plains College to offer all educational and employment opportunities without regard to race, color, national origin, gender, disability or age.

Course Outline Math 0315 All Sections

Textbook: **ALL** materials for this class are available on Black Board.

DATE	SECTIONS	DATE	SECTIONS
8/28	Introduction	10/23	3-1 Multiplying Monomials
8/30	1-1 Combine Like Terms	10/25	3-2 Multiplying Polynomials
9/4	1-2 Multiplying Terms	10/30	3-3 Integer Exponents
9/6	1-3 Checking Answers	11/1	3-4 Dividing Polynomials
9/11	1-4 Solving Equations I	11/6	Unit 3 Review
9/13	1-5 Solving Equations II	**11/8**	**UNIT 3 TEST**
9/18	1-6 Solving Inequalities	11/13	4-1 Factoring the GCF
9/20	Unit 1 Review	11/15	4-2 Factoring Trinomials
9/25	**UNIT 1 TEST**	11/20	4-3 Difference of Two Squares
9/27	2-1 Linear Equations	11/27	4-4 Solving Quadratic Equations
10/2	2-2 Solving Systems by Graphing	11/29	Unit 4 Review
10/4	2-3 Solving Systems by Substitution	**12/4**	**UNIT 4 TEST**
10/9	2-4 Solving Systems by Elimination	12/6	Semester Review
10/11	2-5 Story Problems	**12/11**	**FINAL EXAM 8-10**
10/16	Unit 2 Review		**FINAL EXAM 10:15-12:15**
10/18	**UNIT 2 TEST**		

A student successfully completing this class (grade of "C" or better) will be able to

1. Add/subtract/multiply/divide real numbers & polynomials.
2. Simplify numeric and algebraic expressions using the order of operations.
3. Solve linear equations and inequalities
4. Translate/solve word problems
5. Graph linear equations
6. Evaluate expressions using exponent rules
7. Solve quadratic equations by factoring

Grade Sheet 0315

Students are expected to keep up with their grades and know their standing in the class. A grade of A, B, or C is needed to qualify for the next course.

	Points Earned	Sum of Points	Divide By	Grade
Quiz 1-1		███	.1	
Quiz 1-2			.2	
Quiz 1-3			.3	
Quiz 1-4			.4	
Quiz 1-5			.5	
Quiz 1-6			.6	
Review Quiz			.7	
Unit 1 Test			1.7	
Quiz 2-1			1.8	
Quiz 2-2			1.9	
Quiz 2-3			2	
Quiz 2-4			2.1	
Quiz 2.5			2.2	
Review Quiz			2.3	
Unit 2 Test			3.3	
Quiz 3-1			3.4	
Quiz 3-2			3.5	
Quiz 3-3			3.6	
Quiz 3-4			3.7	
Review Quiz			3.8	
Unit 3 Test			4.8	
Quiz 4-1			4.9	
Quiz 4-2			5	
Quiz 4-3			5.1	
Quiz 4-4			5.2	
Review Quiz			5.3	
Unit 4 Test			6.3	

Grade Range	Letter Grade
90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

494
Minimum points needed to earn a "C" including Final Exam