



## Spring 2026 – Math 0305.501 Foundations of Algebra Syllabus

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### Office Hours in Plainview, TX:

Tuesday & Thursday; 9:00 AM to 11:00 AM; 2:30 PM to 4:00 PM

Friday; 8:30 AM to 9:30 AM

**Email Correspondence:** All email correspondence should come from your SPC email address. Please give me up to 24 hours to respond via email. If you email about a specific math question, please attach a picture of the question and the work that you have tried.

**Disclaimer:** The instructor reserves the right to alter any class policies/dates as deemed necessary by the instructor. If there are any changes, they will be announced **over Blackboard and via your SPC email**.

**Showing Work:** To receive full credit on practice problems and exams, you must show all work that leads to your answers. The work must be legible, make sense and be easy to follow. All work and answers should be handwritten. \*\*\* No Calculators to be used in this course. \*\*\* **Course Supplies:**

- Required: Notebook paper on which to complete your assignments
- Required: Printed Notes. A blank copy of the notes will be posted on Blackboard. You should print them off and fill them out as we go through the notes in class. Please note that the SPC campus computer labs are available if you want to print your notes off there. You could also print them off at most public libraries, but please note that it usually requires you to pay a small fee per page. I recommend keeping all of your notes in order in a notebook so they are easily accessible.
- Recommended: Large 3-ring binder with dividers to organize all notes and homework.

**Attendance:** Course attendance will be taken. Per South Plains College math department policy, you will be administratively dropped from the course if your number of missed submissions goes over 20% of all submissions.

### Required Tutoring Lab Attendance:

- You must attend the tutoring lab provided by South Plains College to get assistance and practice for 60 minutes (1 hour) weekly.
- When you arrive at the Tutoring Lab, check in on the Penji app to get credit for your attendance.
- The week is from Monday through Friday.
- Your grade will be computed by finding the ratio of the minutes you attended the tutoring lab over the required 60 minutes ( $attended \text{ minutes} \div 60 \text{ minutes} \cdot 100$ ).

60

### Academic Dishonesty:

Academic dishonesty will not be tolerated. Please see the list of things that constitute plagiarism and cheating in the general Math 0305 syllabus. If you violate anything on those lists, you will receive a zero on the assignment and could be subject to other actions outlined in the South Plains College Student Code of Conduct. Please note that these actions could include failing the course and being expelled from the college.



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**How this class works:** This course is a “flipped” classroom. In Blackboard, you will find Modules with notes and assignments. Each Module is a Week of study. Assignments are due at the beginning of the next Week/Module. At the end of Weeks/Modules 5 and 10, Exams will be given. Week/Module 15 is Final Exam week. Each Exam is cumulative.

### Grading Formula:

Completing all submissions and having a strong work ethic are important but do not guarantee a passing grade. However, these two things do increase the likelihood of passing. The final responsibility for learning lies with the student. The final letter grade for this course will be based on the following:

- Required Tutor Lab Attendance ..... 10%
- Assignments ..... 20%
- Week/Module 5 – Exam #1 ..... 20%
- Week/Module 10 – Exam #2 ..... 20%
- Week/Module 15 - Final Exam (#3) ..... 30%

**Final Grade Determination:** A 90-100     B 80-89     C 70-79     D 60-69     F 59 or below

**Reviewing Grades on Blackboard:** After I grade your assignments, you should be able to log into Blackboard to see your grade. **Resources:**

- Blackboard! The course syllabus, calendar, gradebook, notes handouts, and assignments will be available on Blackboard.
- I am available to help you! Feel free to email me at [tjohnson@southplainscollege.edu](mailto:tjohnson@southplainscollege.edu). When you email me, please give me up to 24 hours to respond. If you email about a specific math question, please attach a picture of the question and the work that you have tried.
- Peer tutoring is available via SPC and is required for this course Visit the link below to learn more about SPC tutoring: <http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>
- Free tutorial videos are available at the following sites: <https://www.mathtv.com/> and <https://www.khanacademy.org/>.

**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 April 30, 2026.**



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### Succeeding in a Math Class:

- Be mentally present! Pay attention and ask questions in class.
- Plan ahead. Do notes and practice problems early enough before the due date that you will have time to ask questions or seek help if you need it.
- Get help as soon as you feel yourself falling behind! Don't wait!
- All notes printouts and practice problems for the course are posted on Blackboard. If you want to get ahead, that is encouraged. Time management is crucial.
- I have found that the best way for a student to study for a math exam is to practice working problems over and over.
- Everyone learns and studies differently. I encourage you to seek out and find what works best for you.

**Student Conduct:** The Student “Code of Conduct” will be followed in this course. You are expected to be respectful to others in the classroom. Please SILENCE phones before entering class and assist in maintaining a classroom environment conducive to learning. Any student disrupting the learning environment will be asked to leave and may be dropped from the course.

**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:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request ADA Sec. 504 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. For more information, call or visit the Disability Services Office in the Student Health & Wellness Office, 806-716-2577, or at the Plainview, TX Campus main office, 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 [cgilster@southplainscollege.edu](mailto:cgilster@southplainscollege.edu) for assistance.



## Spring 2026 – Math 0305.501 Foundations of Algebra Syllabus

**Equal Opportunity:** South Plains College strives to accommodate the individual needs of all students in order to 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, religion, gender, disability or age.

**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, please refer to the SPC policy at: ([http://www.southplainscollege.edu/human\\_resources/policy\\_procedure/hhc.php](http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.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.



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### MATH 0305 Course Calendar

Note: There are assignments for each set of notes, and they are due one week **after** they appear in the schedule.

Week	Topics	Assignments
1 1/12 – 16	Introduction Tips for success in math courses Notes 1: Adding & Subtracting Whole Numbers (including basic facts)	Assignment 1
2 1/20 – 23	Time Management <i>Labor Day: Those who have 2 classes this week can work more on multiplication facts.</i> Notes 2: Multiplying & Dividing Whole Numbers (including basic facts)	Assignment 2
3 1/26 – 30	Overcoming Anxiety Notes 3: Introduction to Integers, Absolute Value, Additive Inverses, Adding & Subtracting Integers Notes 4: Multiplying & Dividing Integers	Assignment 3 Assignment 4
4 2/2 – 6	How to Read & Use Class Material Notes 5: Evaluating Exponents, Prime Factoring & Square Roots Notes 6: Finding Greatest Common Factor (GCF) & Least Common Multiple (LCM)	Assignment 5 Assignment 6
5 2/9 – 13	Note Taking for Math Notes 7: Simplifying Fractions, Finding Reciprocals, Multiplying & Dividing Fractions <b>Exam 1 (Covers Notes 1 through 7)</b>	Assignment 7 Exam 1 of 3
6 2/16 – 20	Using Available Resources Notes 8: Adding & Subtracting Fractions; Mixed Numbers Notes 9: Decimal Places, Adding & Subtracting Decimals	Assignment 8 Assignment 9
7 2/23 – 28	Improving Memory Notes 10: Multiplying & Dividing Decimals Notes 11: Percents, Converting Between Fractions, Decimals & Percents	Assignment 10 Assignment 11
8 3/2 – 6	Preparing for a Math Test Notes 12: Order of Operations Notes 13: Evaluating Algebraic Expressions	Assignment 12 Assignment 13
9 3/9 – 13 (3/16 – 20 SB)	Math Test-Taking Strategies Notes 14: Solving One-Step and Two-Step Equations (include single fraction) Notes 15: Solving Multi-Step Equations Notes 16: Percent Equations, Applications of Linear Equations	Assignment 14 Assignment 15 Assignment 16



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<b>10</b> 3/23 – 27	<b>Exam 2 (Covers Notes 1 through 16)</b> After Math Test Behavior Notes 17: Solving Linear Inequalities	Exam 2 of 3 Assignment 17
<b>11</b> 3/30 – 4/2	Notes 18: Rules of Exponents Part 1 Notes 19: Rules of Exponents Part 2	Assignment 18 Assignment 19
<b>12</b> 4/6 – 10	Notes 20: More with Rules of Exponents Notes 21: Intro to Polynomials; Add, Subtract, Multiply Polynomials (including 2 variables), Divide by a Monomial Preparing for a Math Final Exam	Assignment 20 Assignment 21
<b>13</b> 4/13 – 17	Notes 22: Coordinate Plane Basics Notes 23: Intro to Lines & Slope	Assignment 22 Assignment 23
<b>14</b> 4/20 – 24	Notes 24: Graphing Linear Equations Review for Comprehensive Final Exam – day 1	Assignment 24
<b>15</b> 4/27 – 5/1	Review for Comprehensive Final Exam – day 2	
<b>16</b> 5/4 – 7	<b>Final Exam!</b> TBD - usual classroom	