

**MARTIN COMMUNITY COLLEGE**  
**COURSE SYLLABUS**  
**Spring 2011**

<b>COURSE NUMBER:</b>	MAT 070 (5H1)	<b>INSTRUCTOR:</b> Joshua Noonan
<b>COURSE TITLE:</b>	Introductory Algebra	<b>OFFICE NO:</b> Building 4, Room23A
<b>CREDIT HOURS:</b>	4	<b>OFFICE HOURS:</b> Mon-Thurs 12-1pm
<b>CONTACT HOURS/WK:</b>	5 (3 class, 2 lab)	<b>PHONE NO:</b> 252 789-0299
<b>PREREQUISITES:</b>	MAT 060 or appropriate score on placement test	<b>FAX:</b> 252 792 0826
<b>COREQUISITES:</b>	RED 080 or appropriate score on placement test.	<b>E-MAIL:</b> jnoonan@martincc.edu

**COURSE DESCRIPTION:**

This course establishes a foundation in algebraic concepts and problem solving. Topics include signed numbers, exponents, order of operations, simplifying expressions, solving linear equations and inequalities, graphing, formulas, polynomials, factoring, and elements in geometry. Upon completion, students should be able to apply the above concepts in problem solving using appropriate technology.

**PROGRAM LEARNING OUTCOMES:**

1. Apply critical thinking skills to problem-solving
2. Demonstrate use of appropriate discipline-related technology
3. Demonstrate entry level skills needed for the first college-level course in the curriculum

**COURSE LEARNING OUTCOMES:**

1. Perform basic arithmetic operations on real numbers using the properties of real numbers and order of operations.
2. Evaluate and simplify algebraic expressions, including using laws of exponents.
3. Solve linear equalities and inequalities, as well as application problems.
4. Perform basic operations with polynomials including factoring.
5. Graph linear equations and inequalities and solve problems using the basic properties of lines, such as slope and intercept.

**COURSE COMPETENCIES:**

The student should be able to model and solve application problems while learning to:

1. Add, subtract, multiply, and divide real numbers
2. Apply the laws of integer exponents
3. Simplify and evaluate expressions
4. Translate from verbal into numeric, symbolic and graphic forms
5. Solve linear equations and inequalities (numerically, analytically, and graphically)
6. Graph equations in one and two variables
7. Evaluate and solve linear equations
8. Perform basic operations with polynomials
9. Factor by the greatest common factor
10. Factor  $ax^2 + bx + c$
11. Define and describe the relationships among lines, angles, and geometric figures
12. Determine the equation of a line
13. Use appropriate technology

## REQUIRED TEXTBOOKS:

Toby, John & Slater, Jeffrey. (2006). *Beginning algebra* (7th edition). Upper Saddle River, NJ: Pearson, Prentice Hall.

**SUPPLEMENTAL RESOURCES:** Calculator

## LEARNING/TEACHING METHODS:

1. Lecture
2. Supervised Practice
3. Computer Assisted Practice
4. Outside Reading Assignments

## ASSESSMENT/METHODS OF EVALUATION:

1. Major tests - 5
2. Quizzes, outside reading assignments and graded homework.
3. Comprehensive examination at the end of the course.

## GRADING POLICY:

The student will have a cumulative average of at least 77% to receive credit for this course, computed using the following formula:

Average of Major Test Scores	60%
Average of Quizzes/Homework	15%
Final Examination	20%
Outside Reading	5%

A	93 - 100%
B	85 - 92%
C	77 - 84%
F	Below 77%

## COURSE OUTLINE:

We will cover the following chapters:

Week 1,2,3	Chapter 1, Real Numbers and Variables
Week 4,5,6	Chapter 2, Equations and Inequalities
Week 6,7,8	Chapter 3, Solving Applied Problems
Week 9,10,11	Chapter 4, Exponents and Polynomials
Week 11,12,13	Chapter 6, Factoring
Week 14,15	Chapter 7, Graphing and Functions
Week 16	Review and Final Exam

**STUDENT ATTENDANCE POLICY:** The college allows a maximum of 7 hours absence for this course. Three tardies and/or early departures equal one hour's absence. Attendance at every class is necessary for maximum benefits from this course. If a student is absent when graded work is done in class, he/she receives a grade of "O" for that work. In computing the quiz average the lowest grade for each student will be dropped before averaging. Tests may be made up only in cases of legitimate absences which can be verified (i.e., doctor's note, repair bill, court, summons, etc.) or arrangements have been made beforehand.

## **REQUEST FOR EXCUSED ABSENCES FOR RELIGIOUS OBSERVANCES\***

**\*In compliance with G.S. 115D-5, MCC policy permits a student to be excused, with the opportunity to make-up any test or other missed work, a minimum of two excused absences per academic year for religious observances required by the student's faith. The policy limits the excused absences to a maximum of two days per academic year.**

Students who wish to be excused for a Religious Observance required by their faith must complete and submit a request form to the instructor(s) prior to the census date of each class. The ***Request for Excused Absences for Religious Observances*** form can be picked up from Student Services. This does not supersede the college-wide attendance policy as outlined in the college catalog or syllabus, with the exception of a reasonable accommodation for the make-up of missed course work.

Martin Community College recognizes that academic success is tied to regular attendance and completion of assigned work and tasks in a timely manner. Students are expected to attend a minimum of 80 percent of the total hours for a course, which includes classes, labs, and shops. Some courses and programs have stricter attendance requirements of 85, 90, or 95 percent based upon the difficulty and complexity of the subject matter. General Education and Developmental courses require 85 percent attendance.

Students must be present in at least one class during the first ten percent (10%) of a course in order to be considered enrolled in the class. If a student has not attended at least one class by the ten percent census date, the instructor will administratively withdraw the student.

Students who miss more than six contiguous contact hours or fail to attend the required percentage of total hours without a justifiable absence and verifiable contact with the instructor may be administratively withdrawn from the class by the instructor and given a grade of "WF." The "WF" will be equivalent to an "F" when calculated into the student's GPA.

Justifiable Absence Definition: "Absence that is beyond the student's control"

Verifiable Contact: E-mail, phone, letter, contact in person by a friend, college personnel.

Students may remove a "WF" by submitting appropriate paperwork for an official withdrawal by the last day to officially withdraw without receiving an "F." The last day to officially withdraw without receiving an "F" is published in the academic calendar for each academic year

If an instructor fails to report for a class within 15 minutes of the scheduled beginning time and has not left instructions, those students present should sign a sheet before leaving and designate a student to submit it to the Dean of Academic Affairs and Student Services.

Since this is a hybrid class, attendance will be taken at seated class sessions and through Blackboard assignments

**MAKE-UP POLICY:** If a student misses a test, he/she will make arrangements with the instructor prior to returning to class. If this policy is not adhered to, student will receive a F for the test.

**COURSE POLICIES:**

**Assignment Due Dates:**

All assignments are due at the beginning of a class period. If a student is absent when an assignment is due it is their responsibility to see that the instructor receives that assignment the next time the student is in class. If this happens frequently a student's grade for that work may be lowered 10 points each day that it is late.

### Make-up Policy:

If a student is absent when graded work is done in class, he/she will receive a grade of “0” for that work. In computing the quiz average the lowest grade for each student will be dropped before averaging. Test can be made up only in cases of legitimate verifiable absences and must be made up with in three days.

### Cellular Phones and Pagers

Cell phones and pagers should be set to silent mode before entering class.

### Academic Integrity Statement

The President or any other authorized college official may dismiss, suspend, or expel any student who disrupts the legal mission, educational processes or function of the college, (see Student Governance and Conduct Code). Deliberately cheating or knowingly and intentionally engaging in acts of plagiarism is a violation of the Student Governance and Conduct Code (see Student governance and Conduct page 47). Cheating will result in a failing grade for the course and possible expulsion.

### Open Door Policy

Martin Community College is an equal opportunity institution and maintains an “open door policy” for eligible applicants and serves all students regardless of race, color, creed, sex, age, handicap, religion, or national origin.

### Contact Person

If you cannot reach your instructor, you may contact Dr. Phyllis Broughton, Dean of Academic Affairs and Student Services at (252) 789-0246 or (252) 789-0247 by phone, pbroughton@martincc.edu by e-mail, or in person at her office in Building 2, Room 33.

### Accessing the MCC Career Catalog

To access the Martin Community College Career Catalog for policies and curriculum requirements, please go online to [www.martincc.edu](http://www.martincc.edu).

### Disability Statement

Martin Community College Supports the Americans with Disabilities Act and is sensitive to the needs of applicants with documented disabilities. If you have a need for a disability-related accommodation, please notify the Student Services Counselor at (252) 789-0293.