# NORTH CENTRAL TEXAS COLLEGE
## COURSE SYLLABUS

**Course Title:** Intermediate Algebra  
**Course Prefix & Number:** MATH 0310  
**Section Number:** 411  
**Semester:** Spring 2018  
**Semester Credit Hours:** 3  
**Lecture Hours:** 48  
**Lab Hours:** 0

**Course Description (NCTC Catalog):**  
Concepts instructed in this course are algebraic including polynomials and rational expressions, linear expressions and inequalities, exponents and radicals, absolute value equations and inequalities, factoring, and quadratic equations and graphs.  
This course does not count toward graduation at NCTC.

**Course Prerequisite(s):** Pass Math 0305 with a “C” or better, or earn satisfactory TSI Assessment placement score, or earn satisfactory placement score on another approved assessment.

**Required or Recommended Course Materials:**  
**Required:**  
- MyLabsPlus Access Code - (**e-textbook is included with the MyLabsPlus Access Code)  
- Current email address (default email address is Lion Pride)  
- Non-graphing scientific calculator (*No graphing calculators allowed)  
- Notebook/binder, spiral, paper, writing utensil, and index cards  
- Video Organizer Notes - This can be printed by the student after logging into MLP  
- Headphones (for online lectures)  

**Recommended/Optional:**  
- TI-30X IIS calculator is highly recommended.

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**INSTRUCTOR INFORMATION**

**Name of Instructor:** Mrs. Marsha Gossett  
**Campus/Office Location:** Corinth/203  
**Office Hours:** MTWR: 9:30 - 11:00 am  
TR: 1:30 – 2:30 pm  
MW: 2:00 – 3:00 pm  
Virtual Hours: Friday 8:00 – 10:00 am  
**Telephone Number:** 940-498-6282 ex 6233  
**E-mail Address:** mgossett@nctc.edu

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**GRADING CRITERIA**

<table>
<thead>
<tr>
<th># of Graded Course Elements</th>
<th>Graded Course Elements</th>
<th>Percentage or Point Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Quizzes</td>
<td>10%</td>
</tr>
<tr>
<td>4</td>
<td>Practice Tests</td>
<td>10%</td>
</tr>
<tr>
<td>4</td>
<td>Tests</td>
<td>60%</td>
</tr>
<tr>
<td>1</td>
<td>Comprehensive Final</td>
<td>20%</td>
</tr>
</tbody>
</table>

Grade Scale: 90 – 100% = A; 80 – 89% = B; 70 – 79% = C; Below 70% = F
Homework, quizzes, and practice tests will be completed online through MyLabsPlus (MLP) and can be done off campus. Occasional quizzes, all the tests and the final exam will be administered in class only. The due dates for MLP assignments will be posted on-line and will not be extended. There will be No makeup tests. The final exam is comprehensive and must be taken by all students. The final exam may also be used to replace one low test grade.

If a student cheats on a test then a score of 0% will be given for the test grade, and the final exam will NOT replace that low score. The zero will stand as the grade for that test.

Check MLP for all due dates. **Do not ask to extend due dates.**

The grade book in MLP keeps a running average of your grade. Student grades are immediately updated in the MLP gradebook. The instructor must input the grades in the CANVAS gradebook, which means it will not be the most up-to-date grade. If you have questions about grades, please ask.

### STUDENT LEARNING OUTCOMES

<table>
<thead>
<tr>
<th></th>
<th>At the successful completion of this course the student will be able to:</th>
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<tbody>
<tr>
<td>1</td>
<td>Define, represent, and perform operations on real and complex numbers.</td>
</tr>
<tr>
<td>2</td>
<td>Recognize, understand, and analyze features of a function.</td>
</tr>
<tr>
<td>3</td>
<td>Recognize and use algebraic (field) properties, concepts, procedures (including factoring), and algorithms to combine, transform, and evaluate absolute value, polynomial, radical, and rational expressions.</td>
</tr>
<tr>
<td>4</td>
<td>Identify and solve absolute value, polynomial, radical, and rational equations.</td>
</tr>
<tr>
<td>5</td>
<td>Identify and solve absolute value and linear inequalities.</td>
</tr>
<tr>
<td>6</td>
<td>Model, interpret and justify mathematical ideas and concepts using multiple representations.</td>
</tr>
<tr>
<td>7</td>
<td>Connect and use multiple strands of mathematics in situations and problems, as well as in the study of other disciplines.</td>
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### STUDENT EMAIL

All students at NCTC are assigned a student email address, also known as Lion Pride email. Lion Pride email can be accessed on the NCTC home page by clicking on MyNCTC, then the link “Lion Pride Email” to the left. After clicking the Lion Pride Email link, the Microsoft Office 365 window will open.

1. Enter your NCTC student e-mail address. (for example, Smithj123456@student.nctc.edu)
2. Enter your password (your NCTC Student ID Number, either 7 or 9 numbers).
3. From the list of Microsoft icons, choose MAIL.
4. You will be asked to set your language and local time zone (Central Time). Your account is now activated.

**It is the student’s responsibility to activate and regularly monitor the assigned NCTC (Lion Pride) e-mail account. Important announcements and notifications from the Admissions office, Financial Aid, or other college staff will be sent via the Lion Pride student email system.**

For communicating with classmates and instructors, students also have an option to communicate through Canvas. **Canvas messaging is NOT the same as Lion Pride e-mail. Failure to read and/or receive NCTC e-mails (either in Lion Pride or in Canvas) is no excuse for not complying with the College Prep**
Attendance Policy or any other school policies. Be sure to regularly check BOTH the Lion Pride email as well as the Canvas inbox for important messages and information.

**CORRESPONDENCE WITH THE INSTRUCTOR**

Students are welcome to come to my office during my posted hours. If you call me after my office hours, your phone call will be returned within a 24-hour time frame (unless you call on Friday in which case your call will be returned on Monday).

I check my email daily, and sometimes more. Please email me with any questions, problems, or concerns you may have at mgossett@nctc.edu. If students email me after my office hours, the email will be answered within a 24-hour time frame. If students email me over the weekend, the emails will most likely not be answered until Monday.

Use your NCTC email account for all email correspondence. This is how I will correspond with you.

**TSI COMPLIANCE**

At North Central Texas College, students who test but do not meet the passing scores in ALL sections of the TSI Assessment or any other THECB approved testing measurements are required by state law to obtain TSI advising and continuously enroll in a formal college preparatory studies (developmental) program every semester until all TSI requirements are satisfied. TSI program attendance is MANDATORY. Non-compliance with the rules of attendance will result in a student being WITHDRAWN from the college preparatory course and possibly being placed on academic hold at North Central Texas College. Withdrawals are subject to college policies as set forth in the college catalog.

**ATTENDANCE POLICY**

Regular and punctual attendance is expected of all students in all College Prep classes for which they have registered. **There are NO excused absences.** Faculty teaching College Preparatory courses will notify students of absences on a regular basis and one courtesy warning e-mail notification will be sent to the students’ current NCTC student e-mail address (Lion Pride email and/or Canvas email) when the student accrues 1 week absence (not necessarily consecutive days) in a course. Please check your NCTC student email (Lion Pride) frequently to ensure that you are receiving notifications from the college and from your instructors. Some faculty may send notifications in Canvas as well. Failure to read and/or receive NCTC e-mail (Lion Pride) is no excuse for not complying with the Attendance Policy. It is the student’s responsibility to maintain correct and current e-mail and local and permanent addresses with the college.

After a student has been absent from class **2 weeks (not necessarily consecutive days)**, the student may be dropped. After a student receives an F/W in the same College Prep course **twice**, the student will receive an academic hold so that the student is blocked from enrolling in any other course except the required College Prep courses in the subsequent semester. This hold will be enforced even in summer. Inform the instructor in writing during the first week of class of any religious holidays observed this semester. Documentation must be given to the instructor at the class following the holiday.

Also, since punctuality has become a problem in recent semesters, **three tardies** may be considered **one absence.** Coming in late disrupts the class. Occasions do occur that you will need to be tardy, but not on a consistent basis.
CLASS RULES

- Turn off all electronic devices prior to entering the class. Students do not need computers in the classroom, therefore do not bring them with you. Students will be counted absent for the day and asked to leave class if using a computer in the classroom.
- Do not use your phone during class. The student will be counted absent for the day and asked to leave class if using they are using a cell phone.
- Please do not arrive late or leave early as this is a distraction to the whole class. If a student must leave early, please notify the instructor before the class lecture begins and sit near the exit.
- Be courteous to your fellow classmates.
- Maintain a positive and professional attitude.
- Ask questions, get involved, and do your homework.

TENTATIVE SCHEDULE

See CANVAS

LAST DAY TO WITHDRAW

Last day to withdraw from a course with a “W” is Thursday, April 5, 2018.

MATH LAB

Students who need help with any math class can visit the NCTC Mathematics Lab to receive assistance. No appointments are necessary. See the most current tutoring hours for all five campuses at http://www.nctc.edu/student-services/student-success/tutoring/mathematics-lab.html.

TIMES SUBJECT TO CHANGE BASED ON TUTOR AVAILABILITY:

<table>
<thead>
<tr>
<th>GAINESVILLE – 1403 (Library)</th>
<th>CORINTH – 182</th>
<th>FLOWER MOUNT - 111</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon &amp; Thurs</td>
<td>Mon through Thurs</td>
<td>Mon &amp; Wed</td>
</tr>
<tr>
<td>9:00 am – 4:00 pm</td>
<td>9:00 am – 6:00 pm</td>
<td>9:00 am – 3:00 pm</td>
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<tr>
<td>Tues &amp; Wed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:00 am – 5:00 pm</td>
<td>Fri 9:00 am – 12:00 pm</td>
<td>Tues &amp; Thurs</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9:00 am – 3:00 pm</td>
</tr>
<tr>
<td>Fri 9:00 am – 12:00 pm</td>
<td>Sat 10:00 am – 1:00 pm</td>
<td>Fri 9:00 am – 12:00 pm</td>
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DISABILITY SERVICES (OSD)

The Office for Students with Disabilities (OSD) provides accommodations for students who have a documented disability. On the Corinth Campus, go to room 170 or call 940-498-6207. On the Gainesville Campus, go to room 110 or call 940-668-4209. Students on the Bowie, Graham, Flower Mound, and online campuses should call 940-498-6207. North Central Texas College is committed to both the spirit and letter of federal equal opportunity legislation, including the Americans with Disabilities Act (ADA) of 1990, ADA Amendments Act of 2009, and Section 504 of the Rehabilitation Act of 1973 (P.L. 93-112). http://www.nctc.edu/student-services/disability-services.html.
STUDENT HANDBOOK

Students are expected to follow all rules and regulations found in the student handbook. http://www.nctc.edu/catalog/North-Central-Texas-College-Student-Handbook/nctc-student-handbook.html.

<table>
<thead>
<tr>
<th>Name of Chair/Coordinator:</th>
<th>Elizabeth Howell</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Location:</td>
<td>Corinth 236</td>
</tr>
<tr>
<td>Telephone Number:</td>
<td>940.498.6209</td>
</tr>
<tr>
<td>E-mail Address:</td>
<td><a href="mailto:ehowell@nctc.edu">ehowell@nctc.edu</a></td>
</tr>
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<tr>
<th>Name of Instructional Dean:</th>
<th>Sara Flusche</th>
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</thead>
<tbody>
<tr>
<td>Office Location:</td>
<td>Gainesville 1306</td>
</tr>
<tr>
<td>Telephone Number:</td>
<td>940.668.3351</td>
</tr>
<tr>
<td>E-mail Address:</td>
<td><a href="mailto:sflusche@nctc.edu">sflusche@nctc.edu</a></td>
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CAMPUS RESTRICTIONS

Tobacco-Free Campus: NCTC restricts the use of all tobacco products, including cigarettes, e-cigarettes, cigars, pipes, and smokeless tobacco, on campus property.

Campus Carry: Effective August 1, 2017, a license holder may carry a concealed handgun on or about the license holder's person while the license holder is on the campus of an institution of higher education or private or independent institution of higher education in this state. For more information, see the website at http://www.nctc.edu/police/campus-carry.html.