**MATH 0403 – Essentials for Quantitative Reasoning – Syllabus
Tulsa Community College**
**? Campus
Fall 2017**

Course: MATH 0403 Essentials for QR Section #: CRN #:

Location: campus room number Day(s) and Time(s):

16 week: Classroom, Blended or Internet Begins: August 21, 2017 Ends: December 17, 2017

Instructor: Office Email:

Office Phone: Office Hours:

Highlight and  three of the boxes below, leaving only the campus where your class meets.

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| **TO CONTACT THE School of Science & Mathematics:**Campus: MetroOffice: Room 620Phone Number: (918) 595-7334 | **TO CONTACT ACADEMIC & CAMPUS SERVICES:**Campus: Metro Office: Room 1008 Phone number: (918) 595-7154**Campus Security: 918-595-8888** |

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| **TO CONTACT THE School of Science & Mathematics:**Campus: NortheastOffice: Room 1130Phone Number: (918) 595-7542 | **TO CONTACT ACADEMIC & CAMPUS SERVICES:**Campus: NortheastOffice: Room A151 Phone number: (918) 595-7473**Campus Security: 918-595-8888** |

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| **TO CONTACT THE School of Science & Mathematics:**Campus: SoutheastOffice: Room 8125Phone Number: (918) 595-7742 | **TO CONTACT ACADEMIC & CAMPUS SERVICES:**Campus: SoutheastOffice: Room 2202 Phone number: (918) 595-7673**Campus Security: 918-595-8888** |

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| **TO CONTACT THE School of Science & Mathematics:**Campus: WestOffice: Room S-160Phone Number: (918) 595-8193 | **TO CONTACT ACADEMIC & CAMPUS SERVICES:**Campus: WestOffice: Room I-106 Phone number: (918) 595-8060**Campus Security: 918-595-8888** |

**TECH HELP:**To get help with TCC technology issues such as Blackboard, email, TED, etc.:Call **918-595-2000, email call2000@tulsacc.edu.**
To get help with Pearson MyLabsPlus technology issues:Call **1-855-875-1797** or <http://247pearsoned.custhelp.com>

**COURSE PREREQUISITES:** One year of high school algebra and appropriate placement score or [MATH 0013](http://catalog.tulsacc.edu/content.php?catoid=2&catoid=2&navoid=55&filter%5Bitem_type%5D=3&filter%5Bonly_active%5D=1&filter%5B3%5D=1&filter%5Bcpage%5D=9#tt8840) or [MATH 0055](http://catalog.tulsacc.edu/content.php?catoid=2&catoid=2&navoid=55&filter%5Bitem_type%5D=3&filter%5Bonly_active%5D=1&filter%5B3%5D=1&filter%5Bcpage%5D=9#tt1341) with a grade of “C” or better.

**COREQUISITE:** MATH 1473
 **COURSE DESCRIPTION:** **MATH 0403 – Essentials for Quantitative Reasoning**Designed to strengthen students’ background in elementary algebra and to prepare them for further work in non-STEM mathematics, emphasizing the development of problem-solving techniques.  Topics include algebraic expressions; set operations; integer exponents; radicals; variation; dimensional analysis; equations; and linear, quadratic and logarithmic graphs.

**TEXTBOOKS, SUPPLIES, & OTHER RESOURCES:**

**Required Software:** MyLabsPlus access is required. You are automatically registered with All-Inclusive Access the first day with the best price negotiated by TCC for your benefit. If you are still enrolled in this class the third week TCC will bill your TCC account for MyLabsPlus. If your financial aid comes in late you will not lose access.

**Textbook:** MyLabsPlus has a multimedia textbook, an eText, and a HTML text which works with Jaws for students with visual impairments. Additionally, an online text will be available for use
off-line. A physical textbook can be purchased separately.

**Textbook: Blitzer, Pathways to College Mathematics 1e**

**Other Resources: scientific calculator**

**COURSE LEARNING OUTCOMES:**
Upon successful completion of this course, students will be able to:

1. Apply appropriate mathematical terminology, properties of real numbers, and/or the order of operations on real numbers;
2. Apply algebraic properties to evaluate and/or simplify expressions;
3. Solve systems of linear equations in two variables;
4. Solve equations and/or inequalities;
5. Apply the laws of exponents and/or logarithms;
6. Apply concepts involving relations and functions including domain and range;
7. Graph functions;
8. Model and/or interpret data;
9. Solve application problems.

**TEACHING METHODS:** Class time will consist of demonstration and lecture, individual & group work, and questions & answer time. Every effort will be made to answer all student questions. No question should go unanswered.

**EVALUATION:**

40% of the grade is determined by your performance in MATH 1473.

   \* EXCEPTION: Earning an F in MATH 1473 yields 0 points, making your highest possible
 grade a 60%.

60% of the grade is determined by your performance in MATH 0403.

       \* 30% proctored quizzes

 \* 30% homework, activities, etc.

\* Student who withdraw or are withdrawn from one class will also be withdrawn from the other class.

\* Students who do not successfully complete MATH 1473 must repeat both MATH 0403 and MATH 1473,
 until they successfully complete MATH 1473.

Grades for this course will be earned using: Adjust the two tables to suit your assignments, points & percentages.

|  |  |  |  |
| --- | --- | --- | --- |
| **Categories with their assignments** | **Points** | **Category Pts.** |  **%** |
| **Homework Category:**  |   |  |  **%** |
| Homework – points each |  |   |  |
| In-Class Activities – points each |  |  |  |
| **Quiz Category:**  |   |  |  **%** |
|  |  |  |  |
| **Quantitative Reasoning**  |  |  | **40 %** |
|  **Grade from MATH 1473 will be weighted at** **40% of course grade.** |  |  |  |
| **TOTAL** |  |  | **100%** |

**GRADING SCALE:** The D at the beginning designates the class as developmental. This class will not affect your TCC GPA.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Grade: | DA | DB | DC | DD | DF |
| Percentages: | 100% - 90% | 89% - 80% | 79% - 70% | 69% - 60% | 59% - 0% |
| Points: |  |  |  |  |  |

 **ATTENDANCE:** Attendance is taken at the beginning of class.
Your attendance in all class sessions is mandatory for your success in this course. If you must be absent, it is your responsibility to read the text, watch the video lectures, and complete the assignment for the class you missed. You are responsible for the material covered as well as all announcements or changes in the schedule made in your absence.

**LATE ASSIGNMENTS and MAKE-UP WORK:** Enter your specifications.

**ADMINISTRATIVE WITHDRAWAL for NON-PARTICIPATION:** Students will be withdrawn from the class with a grade of WN for non-participation if they have not participated in the class during the first week for 8-week classes and first two weeks for 16-week classes.

**COURSE WITHDRAWAL:** The deadline to withdraw from a course shall not exceed 3/4 the duration of any class. Contact the Counseling Office at any TCC campus to initiate withdrawal from a course ('W' grade) or to change from Credit to Audit. Check the TCC Academic Calendar for deadlines. Students who stop participating in the course and fail to withdraw may receive a course grade of “F,” which may have financial aid consequences for the student.

**COMMUNICATIONS:**

**Email:** All TCC students receive a designated TCC email address (ex: jane.doe@tulsacc.edu). All communications to you about TCC and course assignments will be sent to your TCC email address; and you must use TCC email to send email to, and receive email from, the instructor regarding this course. For issues or information about TCC student email call 918-595-2000.

**Inclement Weather:** If extreme weather conditions or emergency situations arise, TCC gives cancellation notices to radio and television stations. This information is also posted on the TCC website ([www.tulsacc.edu](file:///C%3A%5CUsers%5Ct10159148%5CDocuments%5CSyllabus%5Cwww.tulsacc.edu)) and sent via TCC Emergency Alerts. Register to receive TCC Alerts from the MyTCC home page ([https://tcc.bbcportal.com/](https://tcc.bbcportal.com/%20) ).

**INSTITUTIONAL LEARNING OUTCOMES:** General Education courses at TCC ensure that our graduates gain skills, knowledge, and abilities that comprise a common foundation for their higher education and a backdrop for their work and personal lives. TCC’s Institutional Learning Outcomes are: Communication Skills, Critical Thinking, Personal Responsibility, and Social Responsibility.

**CLASSROOM ETIQUETTE:** Open and mutually respectful communication of varied opinions, beliefs, and perspectives during classroom or online discussion encourages the free exchange of ideas that is essential to higher learning and to the ability to learn from each other. Use of any electronic device is at the discretion of the instructor.

**TOBACCO FREE COLLEGE:** Tulsa Community College is a Tobacco Free college in accordance with the Governor’s Executive Order 2012-01 and Title 63 of the Oklahoma Statutes, Section 1-1523 which prohibits smoking or the use of any tobacco products in all public places, in any indoor workplace, and all vehicles owned by the State of Oklahoma and all of its agencies and instrumentalities. This Order includes property leased, rented, or owned by TCC including, but not limited to, all grounds, buildings, facilities, and parking lots. Tulsa Community College’s policy includes a tobacco free environment on all campus and off-campus locations conducting TCC credit or non-credit classes. The TCC Campus Police is responsible for ensuring compliance with the Tobacco-Free Environment Policy. Violations of the policy may be addressed through issuance of campus or state citations.

**SYLLABUS CHANGES:** Occasionally, changes to the syllabus may be necessary. Students will be notified of any changes to the syllabus in writing.

**DISABILITY RESOURCES:** It is the policy and practice of Tulsa Community College to create inclusive learning environments. Accommodations for qualifying students in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act are available. To request accommodations, contact the Education Access Center (EAC) at eac@tulsacc.edu or call (918) 595-7115 (Voice). Deaf and hard of hearing students may text (918) 809-1864.

**ACADEMIC DISHONESTY:** Academic dishonesty (cheating) is defined as the deception of others about one’s own work or about the work of another. Academic dishonesty or misconduct is not condoned or tolerated at campuses within the Tulsa Community College system. Tulsa Community College adopts a policy delegating certain forms of authority for disciplinary action to the faculty. Such disciplinary actions delegated to the faculty include, but are not limited to, the dismissal of disrespectful or disorderly students from classes. In the case of academic dishonesty a faculty member may:

* Require the student to redo an assignment or test, or require the student to complete a substitute assignment or test;
* Record a "zero" for the assignment or test in question;
* Recommend to the student that the student withdraw from the class, or administratively withdraw the student from the class;
* Record a grade of "F" for the student at the end of the semester.

Faculty may request that disciplinary action be taken against a student at the administrative level by submitting such a request to the Dean of Student Services.

**COURSE DROP OR WITHDRAWAL:** A student who has been found responsible for academic dishonesty in a course may not drop or withdraw from the course without faculty approval. If the student processes a drop or withdrawal from the course, the action will be reversed and the appropriate grade will be recorded on the student's transcript.

**INSTITUTIONAL STATEMENT:** Each student is responsible for being aware of the information contained in the TCC Catalog, the TCC Student Policies & Resources Handbook, and semester information listed in the class schedule. All information may be viewed on the TCC website: [www.tulsacc.edu](file:///C%3A%5CUsers%5Ct10159148%5CDocuments%5CSyllabus%5Cwww.tulsacc.edu)

**TENTATIVE COURSE CALENDAR OUTLINE (16 WEEK):**  Format as desired to include all the required material

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| **Essentials** for Quantitative Reasoning Tentative Schedule |
|   | Monday | Tuesday | Wednesday | Thursday | Friday |
| *Week 1* | *Aug. 21* | *22***Chapter 1** | *23* | *24***Chapter 1** | *25* |
| *Week 2* | *28* | *29***Chapter 1** | *30* | *31***Chapter 1** | *Sept. 1* |
| *Week 3* | 4**No Class** | 5**No Class** | *6* | *7***Chapter 2** | *8* |
| *Week 4* | *11* | *12***Chapter 2** | *13* | *14***Chapter 3** | *15* |
| *Week 5* | *18* | *19***Chapter 3** | *21* | *22***Chapter 3** | *23* |
| *Week 6* | *25* | *26***Chapter 4** | *27* | *28***Chapter 4** | *29* |
| *Week 7* | *Oct. 2* | *3***Chapter 4** | *4* | *5***Chapter 4** | *6* |
| *Week 8* | *9* | *10***Review** | *11* | *12***Review** | *13* |
| *Week 9* | *16* | *17***Chapter 5** | *18* | *19***Chapter 5** | *20* |
| *Week 10* | *23* | *24***Chapter 5** | *25* | *26***Chapter 5** | *27* |
| *Week 11* | *30* | *31***Chapter 6** | *Nov. 1* | *2***Chapter 6** | *3* |
| *Week 12* | *6* | *7***Chapter 7** | *8* | *9***Chapter 7** | *10****Last Day to Withdrawal*** |
| *Week 13* | *13* | *14***Chapter 8** | *15* | *16***Chapter 8** | *17* |
| *Week 14* | *20* | *21***Chapter 8/9** | *22****Thanksgiving Break*** | *23****Thanksgiving Break*** | *24****Thanksgiving Break*** |
| *Week 15* | *27* | *28***Chapter 8/9** | *29* | *30***Chapter 8/9** | *Dec. 1* |
| *Week 16* | *4* | *5***Review** | *6* | *7***Review** | *8* |
| *Week 17* | *11****Finals Week*** | *12***No Class** | *13* | *14***No Class** | *15* |
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