South Plains College
Mathematics Department
Developmental Mathematics (NCBM 0105.002)
Course Syllabus Fall 2019

Instructor: Jennifer Bartlett   **Email:** jkbartlett@southplainscollege.edu
Office: Levelland Campus, Math Building Room 113   **Office Hours:** Mondays & Wednesdays 8:30-10:00,
Telephone: (806) 716-2664   Tuesdays & Thursdays 9:15-10:00,
                                                                                        Fridays 8:30-12:00,
                                                                                        or by appointment

Course Description: **NCBM 0105 - Developmental Mathematics (BASE NCBM). (0:0:3)** Topics in mathematics, such as arithmetic operations, basic algebraic concepts and notation, geometry, and real and complex number systems are taught to prepare students for Beginning Algebra, MATH 0315. This course is designed for students who have tested at an ABE level of 4 or lower. This course will not satisfy graduation requirements. (copied from the current SPC catalog)

Learning Outcomes
Upon successful completion of this course, the student will:
1. Use appropriate symbolic notation and vocabulary to communicate, interpret, and explain mathematical concepts.
2. Define, represent, and perform operations on real numbers, applying numeric reasoning to investigate and describe quantitative relationships and solve real world problems in a variety of contexts.
3. Use algebraic reasoning to solve problems that require ratios, rates, percentages, and proportions in a variety of contexts using multiple representations.
4. Apply algebraic reasoning to manipulate expressions and equations to solve real world problems.
5. Use graphs, tables, and technology to analyze, interpret, and compare data sets.
6. Construct and use mathematical models in verbal, algebraic, graphical, and tabular form to solve problems from a variety of contexts and to make predictions and decisions.

Textbook: No textbook is required for this course. However, the instructor may recommend a textbook for additional study.

Attendance: The student will be required to communicate with the instructor at least once per week for the duration of this course. Failure to communicate at least once per week with the instructor will result in the student being dropped from the course.

Grading: This course will be graded on a pass/fail basis. Once the student has completed the course with at least 90% mastery, the student will have earned a grade of P, indicating "passing" for the course. If the student does not achieve a 90% level of mastery, the student will have earned a grade of F and will be required to complete the course again.

Supplies: Access to a computer with an internet connection is required for this course.

Accessing the Course Diagnostic and Learning Modules:
   Creating an Account: First, the student will need to create an account at
      https://southplainscollege.edready.org . Here are the steps:
      1. Go to this website and choose the "Get Started" option. If you already have an EdReady account, then choose the "Log In" option at the upper-right corner of the screen.
      2. Complete the brief form on the "Sign Up for EdReady" screen.
      3. After setting up a username and password, choose the "Enter a key to add goals" option. Your key for this course is **NCBM0105_Fall2019_Bartlett** .
   Taking the Initial Diagnostic Test: Second, after creating the account, you will need to take the initial diagnostic test.
      - Please allow at least one hour for this test. However, if you need more time or need to step away, there is an option to save and exit.
      - After completing this initial diagnostic test, contact your instructor for next steps to complete the requirements for this course.

Academic Honesty: You are expected to uphold the ideas of academic honesty. All work that is graded must be your own. This policy applies to all work attempted in this course. If this policy is violated the student will receive an **F** for the assignment and will be dropped with an **F**. For more details on what is considered cheating, see the South Plains College catalog

Disabilities Statement: 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 with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Religious Holy Days: In accordance with Section 51.911, Texas Education Code, South Plains College will allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within seven (7) calendar days after the absence. Students are required to file a written notification of absence with each instructor within the first fifteen (15) days of the semester in which the absence will occur. Forms for this purpose are available in the Student Services Office along with instructions and procedures. "Religious holy days" means a holy day observed by a religion whose place of worship is exempt from property taxation under Section 11.20, Tax Code.

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.

Non-Discrimination Statement: 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.

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 and Frequently Asked Questions, please refer to the Campus Carry page at: https://www.southplainscollege.edu/campuscarry.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.

Sexual Misconduct: As a faculty member, I am deeply invested in the well-being of each student I teach. I am here to assist you with your work in this course. If you come to me with other non-course-related concerns, I will do my best to help. It is important for you to know that all faculty members are mandated reporters of any incidents of sexual misconduct. That means that I cannot keep information about sexual misconduct confidential if you share that information with me. Mrs. Crystal Gilster, the Director of Health & Wellness, can advise you confidentially as can any counselor in the Health & Wellness Center. They can also help you access other resources on campus and in the local community. You can reach Mrs. Crystal Gilster at 716-2362 or cgilster@southplainscollege.edu or go by the Health and Wellness Center. You can schedule an appointment with a counselor by calling 716-2529.

4.1.1.4 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 Crystal Gilster, Director of Health and Wellness at 806-716-2362 or email cgilster@southplainscollege.edu for assistance.

Here are the 7 Units and 40 Topics that you will work on mastering in EdReady our class:

Unit	#	Topic
Whole Numbers	1	Place Value and Names for Whole Numbers
	2	Rounding Whole Numbers
	3	Comparing Whole Numbers
	4	Adding Whole Numbers and Applications
	5	Subtracting Whole Numbers and Applications
	6	Estimation
	7	Multiplying Whole Numbers and Applications
	8	Dividing Whole Numbers and Applications
	9	Properties and Laws of Whole Numbers
	10	The Distributive Property
	11	Understanding Exponents and Square Roots
	12	Order of Operations
Fractions & Mixed Numbers	1	Introduction to Fractions and Mixed Numbers
	2	Proper and Improper Fractions
	3	Factors and Primes
	4	Simplifying Fractions
	5	Comparing Fractions
	6	Multiplying Fractions and Mixed Numbers
	7	Dividing Fractions and Mixed Numbers
	8	Adding Fractions and Mixed Numbers
	9	Subtracting Fractions and Mixed Numbers
Decimals	1	Decimals and Fractions
	2	Ordering and Rounding Decimals
	3	Adding and Subtracting Decimals
	4	Multiplying and Dividing Decimals
	5	Estimation with Decimals
Ratios, Rates, and Proportions	1	Simplifying Ratios and Rates
	2	Understanding Proportions
Percents	1	Convert Percents, Decimals, and Fractions
	2	Solving Percent Problems
Real Numbers	1	Variables and Expressions
	2	Integers
	3	Rational and Real Numbers
	4	Adding Integers
	5	Adding Real Numbers
	6	Subtracting Real Numbers
	7	Multiplying and Dividing Real Numbers
	8	Associative, Commutative, and Distributive Properties
	9	Order of Operations
Solving Equations	1	Solving One-Step Equations Using Properties of Equality