

**PJCM 300 - Elementary Algebra 070**  
**Fall 2024**  
**Paris Junior College**

**Instructor:** Johnny Tharp

**Office Location:** BIN304

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**Cell Phone Number:** (903) 217-7468

**Textbook:** *Title:* Developmental Mathematics, 4<sup>th</sup> ed. Lial/Hornsby/McGinnis/Hestwood

**NOTE:** Students are not required to purchase the text. The cost of online access to the text and required homework assignments are covered with the tuition payment for the course.

**Meeting Time/Location:** M.W.F 10:00am – 10:50am JOUR312

**Instructor Office Hours:**

By Appointment.

**COURSE DESCRIPTION:**

Topics covered include basics of fractions, adding and subtracting of fractions, the real number system, equations and applications, inequalities and applications, exponents, polynomials, factoring and factoring applications.

Prerequisite: LSKL 0306 or satisfactory score on placement test.

**COURSE PURPOSE:**

This course is designed to develop elementary algebraic skills in preparation for intermediate algebra. Elementary algebra is considered a zero-level course. **Zero-level courses are intended for the development of skills needed for college level work; therefore, the class will not suffice for general education requirements and will not transfer as college level credit. If you believe that you have been placed in this class in error, please see your Texas A&M University – Commerce academic advisor to have your questions answered.** Even though this is a zero-level course, it will be conducted mostly as a college course with college course expectations. The exception being taking daily attendance, the use of major test reviews and final exam reviews.

**Course Textbook and Materials:**

Developmental Mathematics. Lial and Others (Furnished in Blackboard Ultra)

Blackboard Ultra (Software for assignments , gradebook, etc.

**COURSE GOALS/OBJECTIVES:**

Chapter 2: Basics of Fractions

- Students will multiply and divide common fractions.

Chapter 3: Adding and Subtracting Fractions

- Students will add and subtract like fractions, learn to find the least common multiple and add and subtract unlike fractions.

Chapter 9: The Real Number System

- Student will perform indicated operations on signed integers and rational numbers; use the Order of Operations agreement to simplify algebraic expressions; use the rules of exponents to simplify exponential expressions.
- Student will solve one-step linear equations in one variable; evaluate and simplify variable expressions; solve simple problems involving perimeter, area, and volume.

Chapter 10: Equations, Inequalities, and Applications

- Student will solve linear equations in one variable; solve problems involving mixtures, motion, and formulas; solve linear inequalities in one variable and graph their solution set

Chapter 12: Exponents and Polynomials

- Student will be able to use rules of exponents to simplify algebraic expressions

- Student will accurately perform arithmetic operations (addition, subtraction, multiplication, and division) on polynomials

Chapter 13: Factoring and Applications

- Student will be able to factor polynomials and use factoring to solve quadratic equations

**Course Schedule:**

**PJCM 0300 Fall 2024 Schedule  
Section 070  
MWF 10:00AM – 10:50AM**

08/26	Syllabus
08/28	Ch. 2 Sec. 2.5 - Multiplying Fractions
08/30	Ch. 2 Sec. 2.7 - Dividing Fractions
09/02	Labor Day - Campus Closed
09/04	Ch. 3 Sec. 3.1 - Adding & Subtracting Like Fractions
09/06	Ch.3 Sec. 3.2 - Least Common Multiples
09/09	Ch 3. Sec. 3.3 - Adding & Subtracting Unlike Fractions
09/11	Ch. 9 Sec. 9.1 - Exponents, Order of Operations & Inequality
09/13	Ch. 9 Sec. 9.2 - Variables, Expressions & Equations
09/16	Test 1 Review - Sec. 2.5, 2.7, 3.1, 3.2, & 3.3
09/18	Test 1 - Sec. 2.5, 2.7, 3.1, 3.2, & 3.3
09/20	Ch. 9 Sec. 9.3 - Real Numbers & the Number Line
09/23	Ch. 9 Sec. 9.4 - Adding Real Numbers
09/25	Ch. 9 Sec. 9.5 - Subtracting Real Numbers
09/27	Ch. 9 Sec. 9.6 - Multiplying & Dividing Real Numbers
09/30	Ch. 9 Sec. 9.7 - Properties of Real Numbers
10/02	Ch. 9 Sec. 9.8 - Simplifying Expressions
10/04	Test 2 Review - Sec. 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, & 9.8
10/07	Test 2 - Sec. 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7 & 9.8
10/09	Ch. 10 Sec. 10.1 - The Addition Property of Equality
10/11	Ch. 10 Sec. 10.2 - The Multiplication Property of Equality
10/14	Ch. 10 Sec. 10.3 - More on Solving Linear Equations
10/16	Ch. 10 Sec. 10.4 - An Introduction to Applications of Linear Equations
10/18	Ch. 10 Sec. 10.5 - Formulas & Additional Applications from Geometry
----- Mid Term -----	
10/21	Ch. 10 Sec. 10.6 - Solving Linear Inequalities
10/23	Test 3 Review - Sec. 10.1, 10.2, 10.3, 10.4, 10.5 & 10.6
10/25	Test 3 - Sec. 10.1, 10.2, 10.3, 10.4, 10.5 & 10.6
10/28	Ch. 12 Sec. 12.1 - The Product Rule & Power Rules for Exponents
10/30	Ch. 12 Sec. 12.2 - Integer Exponents & the Quotient Rule
11/01	Ch. 12 Sec. 12.3 - An Application of Exponents: Scientific Notation
11/04	Ch. 12 Sec. 12.4 - Adding & Subtracting Polynomials
11/06	Ch. 12 Sec. 12.5 - Multiplying Polynomials
11/08	Ch. 12 Sec. 12.6 - Special Products
11/11	Ch. 13 Sec. 13.1 - Greatest Common Factors: Factoring by Grouping
11/13	Ch. 13 Sec. 13.2 - Factoring Trinomials
11/15	Ch. 13 Sec. 13.3 - Factoring Trinomials by Grouping

11/18	Ch. 13 Sec. 13.4 - Factoring Trinomials Using the FOIL Method
11/20	Test 4 Review - Sec. 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3 & 13.4
11/22	Test 4 - Sec. 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3 & 13.4
11/25	Makeup & Review-Any Past Due Homework Assignments Can Be Made Up In Class With the Past Due Penalty Waved
11/27	Makeup & Review-Any Past Due Homework Assignments Can Be Made Up In Class With the Past Due Penalty Waved
11/29	Thanksgiving Holiday – Campus Closed
12/02	Practice Final Exam 1 - Sec. 2.5, 2.7, 3.1, 3.2, 3.3, 9.1, 9.2, 9.3, 9.4 & 9.5
12/04	Practice Final Exam 2 - Sec. 9.6, 9.7, 9.8, 10.1, 10.2, 10.3, 10.4, 10.5 & 10.6
12/06	Practice Final Exam 3 - Sec. 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3 & 13.4

Final Exam - All Sections

Monday December 09 - 10:30am - 12:30pm

### STUDENT LEARNING OBJECTIVES:

- The student is expected to use arithmetic, algebraic and critical thinking to model and solve real-world problems.
- The student is expected to interpret basic mathematical information verbally and graphically.
- The student is expected to evaluate basic mathematical information numerically and symbolically.

### Class Attendance:

Class attendance is critical for the successful completion of this course. Withdrawals must be initiated by the student. The last day for a student to withdraw from a course with a grade of “W” is November 14, 2024.

### Class Conduct:

Please turn off or silence and put away all cell phones, pagers, iPods, headphones, etc. before entering the classroom. Faculty reserve the right to drop a student for violations of the Student Conduct Policy as listed in the Student Handbook.

I do not allow the use of “cellphone calculators” on Major Tests or Exams. Do not bring your children to class. In general, be respectful of your classmates and the instructor.

### Student Expectations:

- Students are expected to attend class regularly on time, pay attention to the lecture, take notes as needed and to be prepared each time the class meets. Lectures can (will) include students being asked to work lecture problems on the board to demonstrate understanding of the subject matter covered.
- Students will need to purchase all needed materials such as a laptop computer (iPad or Cellphone), calculator, notebook in which to take notes, pencils, etc. If additional items are needed, you will be informed of the needed item(s) before the time the items are necessary. The laptop, iPad or Cellphone (which will be required in other TAMUC classes) will be needed so students can:
  - Have access to the course syllabus
  - Have access to the Blackboard (Ultra) package – All assignments, announcements and grades use Blackboard (Ultra)
  - Have access to the lesson topics listed by class date
  - Have access to major test reviews
  - Have access to the final exam practice tests

### Tutoring:

- If tutoring is wanted on Monday, Wednesday or Friday, it is the students’ responsibility to ask the instructor to set up a tutoring time that is mutually agreeable to both student and instructor. You need to attend the tutoring session at the agreed upon time. If you are **not** present at the agreed upon time, I will wait 15 minutes (15 Minute Rule) and if you do not show up, I will leave.

- If tutoring is wanted on Tuesday or Thursday, go to Binion 328, the Math Lab, where graduate students will help you with your homework and Test Review. The Math Lab Hours are Monday – Thursday 10.00 AM – 03:00PM. Closed Friday.
- If a student expectation has been omitted, you will be informed of the additional expectation when the situation arises, and it will be added to future class syllabus(s)

### Communication with Students

The instructor needs to communicate with students at times between classes to make class announcements and send reminders. The instructor will do this by:

- Texting (Preferred method by the instructor)(If students want the instructor to text them, they will need to provide the instructor their cell phone number on the signature page)
- Email (Students will provide an email address they check regularly on the signature page)
- Announcements in Blackboard

### Instructor Expectations:

The instructor is expected to:

- Be on time for each class period (If he cannot attend, he will email you as soon as possible)
- Will make himself available for tutoring upon request at a mutually agreed upon time
- Will be prepared for each class lecture, review day, major test day and final exam day
- Will answer all questions from students
- If an instructor expectation has been omitted, he will inform you of the additional expectation when the situation arises, and it will be added to future class syllabus(s)

### Course Requirements and Evaluation Methods:

Grades for the semester are calculated based on the student’s performance on homework, four major tests, and the comprehensive final examination. Course grades are calculated as follows:

Homework Average	25%
Test Average (4 Major Tests)	60%
Comprehensive Final Exam	15%

Final course grades are assigned based on overall course average as follows:

<u>Course Average</u>	<u>Course Grade</u>
90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

**Even though a grade of “D” is Passing, a grade of “C” is required by TAMUC for you to be able to register for your next math class. If you have a question concerning this requirement, please see your TAMUC academic advisor to have your questions answered.**

### Course Policies:

**Homework:** Homework will be assigned, submitted by the student, and graded online using Blackboard (Ultra). Access to Blackboard (Ultra) is included in the tuition cost to students. All assignments *must* be completed on or before the due date. Homework problems completed after the due date will be subject to a 30% penalty (you will only receive 70% of the credit for work done after the due date). The due date for each assignment is clearly indicated in Blackboard (Ultra). You should do each assignment as soon as we cover it in class. Your homework average constitutes 25% of your overall course grade.

**Major Tests:** Throughout the semester, four major tests will be administered. Major test dates are announced now in the Class Schedule in Blackboard, in class at least a week in advance and by announcements via email and Blackboard (Ultra).

Major test dates are *extremely* critical to your passing the course.

- A major test review will be offered in class the period immediately before the major test date. **If you understand the major test review, you will understand the major test.**
- All major tests are administered only in person on Test Day in the classroom.
- **On Test Day, an answer sheet and scratch paper will be provided. Only answers on the answer sheet will be graded. You will need to furnish your own calculator that day as you cannot use the calculator on your cell phone.**
- The TEST Day will be announced in class and via email 1 week prior to the test. To determine each test day, see your Class schedule that has been handed to you and also placed in the Announcement Section of Blackboard.
- **Major Tests Test Makeups are given during a “Test Makeup Window.” The Test Window for the 4 Major Tests are as follows:**
  - Test 1 - Thursday, September 19, 2024 through Tuesday, September 24, 2024
  - Test 2 – Tuesday October 08, 2024 through Friday, October 11, 2024
  - Test 3 – Monday, October 28, 2024 through Thursday, October 31, 2024
  - Test 4 – Monday, December 02, 2024 through Thursday, December 05, 2024
- **Makeup testing window is the four class days following the TEST Day. After the Makeup Testing Window, there are no other times offered for missing a Major Test. An exception to this procedure can only be granted by the instructor if the reason is “Compelling” and by furnishing a written, acceptable verifiable excuse. The instructor will determine what constitutes an acceptable excuse.**
- **All Makeup Tests are given in The Academic Testing Center, Room 113 in the Journalism Building. Testing Center Hours are from 10:am – 07:00pm Monday through Thursday and 10:am – 03:00pm on Friday.**
- **The Major Test Makeup is monitored at the Testing Center with normal test protocol expected to be followed. If the instructor receives an Incident Report from the Testing Center, the student that committed the incident will have a test grade assigned of “1.” To remove the “1” for that major test, see Bullet below.**
- The Major Tests are taken in person in class on the date and time specified in your class schedule.
- On Major Test Day, cell phones are to be set to silent and placed on your desk upside down. If I catch you looking at your cellphone while you are taking the exam, this is a violation of final exam protocol, and your exam will be taken up and you will be given a “1” for the exam.
- If a Major Test common sense protocol not listed is violated, it will be treated at the time of the violation as explained in the cell phone section and your Major Test will be taken up and you will be given a “1” for the Major Test. This violation will be added to future syllabus(s).
- An answer sheet and scratch paper will be provided. Only answers on the answer sheet will be graded.
- You will need to furnish your own calculator that day as you cannot use the calculator on your cell phone.
- At the end of the semester, I will replace your lowest Major Test grade with your score on the comprehensive Final Exam (assuming the final exam score is higher than your lowest Major Test Grade). This means that if you should, for any reason, miss a major test you can make up that score with your score on the Final Exam. However, if you miss more than one Major Test, you will have a “1” averaged in for each missing Major Test score after the first missed Major Test.
- Your Major Test average makes up 60% of your course average, so each Major Test score is 15% of your course grade. Major Tests are closed book and closed notes. All Major Tests are taken only in the classroom with makeup tests being only given in the Academic Testing Center.

**Final Exam:** The Final Exam in this course is a comprehensive (covers material from throughout the semester) exam

- Your score on the Final Exam constitutes 15% of your course average (more if it replaces a missed Major Test or low Major Test grade)
- A Final Exam Review will be offered in class the week before the scheduled Final Exam. **If you understand the Final Exam Review, you will understand the Final Exam.**
- The Final Exam is taken in person in class on the date and time specified by TAMUC
- **On Final Exam Day, cell phones are to be set to silent and placed on your desk upside down. If I catch you looking at your cellphone while you are taking the Exam, this is a violation of Final Exam Protocol, and your Exam will be taken up and you will be given a “1” for the Exam.**
- **If a Final Exam Common Sense Protocol not listed is violated, it will be treated at the time of the violation as explained in the cell phone section and your Exam will be taken up and you will be given a “1” for the Exam and the violation will be added to future syllabus(s).**
- An answer sheet and scratch paper will be provided. Only answers on the answer sheet will be graded.
- You will need to furnish your own calculator that day as you cannot use the calculator on your cell phone.
- The Final Exam cannot be made up because there is not enough time between the Exam date and when Grades are due to allow for a Make-Up Test.
- **You cannot pass the class if you do not take the Final Exam**

**Locating Final Grade for the Course:** Students can find his/her grade on their MyPJC account. On the day that grades are posted, they can find them under the “grade report” option on the student’s Student tab. After that day, they will appear on the student’s unofficial transcript. This can be found by going the “student tab” and then clicking on “Reports and Forms” on the left side of the screen. Once on that screen, they can choose to generate an unofficial transcript.

#### **Academic Honesty:**

In the pursuit of learning, it is expected that students will engage in honest academic endeavor to the highest degree of honor and integrity. Students who are found to engage in academic dishonesty through such activities as cheating on exams, plagiarism, or collusion with others will be referred to the Vice President of Student Access and Success at Paris Junior College (or appropriate TAMUC administrator) for disciplinary action such as dismissal from the college. *These students will immediately receive a score of zero on the exam/assignment in question with no possibility of makeup work and will forego the right to receive any bonus points for the remainder of the semester. Students who are suspected of cheating due to questionable activities may be required to prove their innocence.*

#### **Illness Policy:**

Per CDC Guidelines, stay home or stay away from others if you have a respiratory virus symptom that another cause cannot explain. Do not attend class if you have a fever (100.4 degrees Fahrenheit or higher)

You can return to your normal activities when, for at least 24 hours, both are true:

1. Your symptoms are getting better overall, and
2. You have not had a fever (and are not using fever-reducing medication)

When you go back to your normal activities, take added precautions over the next five days, such as wearing masks, and physical distancing, if possible, when you will be around other people indoors.

**Students who have not attended class before the official report date must be dropped.**

#### **Other Information:**

- **American with Disabilities Act:** The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other

things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact: Office of Student Disability Resources and Services, Texas A&M University-Commerce, Gee Library, Room 132, Phone (903) 886-5150 or (903) 886-5835, Fax (903) 468-8148, email: StudentDisabilityServices@tamuc.edu

- **Basic Tenets of Common Decency:** “All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment.” (Student’s Guide Handbook, Policies and Procedures, Conduct.) This means that rude and/or disruptive behavior will not be tolerated.
- **Campus Concealed Carry:** Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce 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 A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

**Disclaimer: Course policies and procedures outlined in this document are subject to change in case of extenuating circumstances.**

**Also, if a course policy or procedure is omitted, you will be informed of the omission at the time the omission is discovered along with any consequence. The omission and any consequence will be added to the syllabus for future semesters.**

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## Student Syllabus Receipt

Name: \_\_\_\_\_  
(Printed Name)

I hereby acknowledge a receipt of a copy of the Syllabus for PJCM 300 - Elementary Algebra - Paris Junior College. I agree to read the syllabus and that I understand and will abide by the procedures defined or referenced in this document.

The information in this syllabus is subject to change. I understand that changes in university procedures may supersede, modify, or render obsolete the information summarized in this syllabus. As the university provides updated procedure information, I accept responsibility for reading and abiding by the changes.

By signing below, I acknowledge that I understand the procedures for PJCM 300 - Elementary Algebra - Paris Junior College. I also agree to abide by the terms set forth in all Sections of this syllabus.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cell Phone Number

\_\_\_\_\_  
Preferred Email Address