



Foundations of Mathematical Reasoning – MATH 0304.321

Course Syllabus: Fall 1 2025

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

Instructor: Shana Anderson

Office: MS 109

Phone: (9 03) 884-8929

Email: sanderson@ntcc.edu

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	12:30-1:15		By appointment			

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description: MATH 0304 surveys a variety of mathematical topics needed to prepare students for a gateway college-level mathematics course. Topics include: numeracy with an emphasis on estimation and fluency with large numbers; evaluating expressions and formulas; rates, ratios, and proportions; percentages; solving equations; linear models; data interpretations including graphs and tables; verbal, algebraic and graphical representations of functions; exponential models. No college credit.

Prerequisite(s): TSI Incomplete Status with Multiple Measures Placement on TSI Placement Chart

Corequisite(s): 1) EDUC 1100 2) MATH 0100 if TSI Incomplete Status with Multiple Measures Placement as posted on TSI Placement Chart is required.

Student Learning Outcomes:

0304.1 Use appropriate symbolic notation and vocabulary to communicate, interpret, and explain mathematical concepts.

0304.2 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.

0304.3 Use algebraic reasoning to solve problems that require ratios, rates, percentages, and proportions in a variety of contexts using multiple representations.

0304.4 Apply algebraic reasoning to manipulate expressions and equations to solve real world problems.

0304.5 Use graphs, tables, and technology to analyze, interpret, and compare data sets.

0304.6 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.

Program Student Learning Outcomes:

Critical Thinking Skills

CT.1 Students will demonstrate the ability to 1) analyze complex issues, 2) synthesize information, and 3) evaluate the logic, validity, and relevance of data.

Communication Skills

CS.1 Students will effectively develop, interpret and express ideas through written communication.

Empirical and Quantitative Skills

EQS.1 Students will manipulate numerical data or observable facts by organizing and converting relevant information into mathematical or empirical form

EQS.2 Students will analyze numerical data or observable facts by processing information with correct calculations, explicit notations, and appropriate technology.

EQS.3 Students will draw informed conclusions from numerical data or observable facts that are accurate, complete, and relevant to the investigation.

Evaluation/Grading Policy:

The grade for this course will be based on the following:

1. Homework –Practice homework must be completed on time. Homework grades will include MyOpenMath homework assignments. These will all average together to count for 40% of your final course grade. Note that homework is completed online through MyOpenMath.
2. Exams will count as 50% of your final course grade. A Midterm Exam and a Final Exam will be given this semester. **No make up tests are allowed,** however the Final Exam grade can replace a missing or low test grade.
3. Final Exam – A comprehensive final exam is mandatory for all students.
4. In person attendance is required.

The percentage break-down is as follows:

Homework Assignments 40%

Midterm Exam, Final Review and Comprehensive Final 50%

Attendance 10%

A = 90-100%, B = 80-89%, C = 70-79%, F = 69% or lower

Required Instructional Materials: 1) Access to MyOpenMath 2) Writing materials – Pencils, eraser, highlighters

Minimum Technology Requirements:

Required Computer Literacy Skills: Basic computer skills to access online resources and information

Course Structure and Overview: :

This is a 8-week face-to-face course that meets parallel to the co-requisite course Learning

Frameworks (EDUC 1300). A typical class involves general participation by all students in discussions and working problems that involve the analytical skills needed to apply the mathematical and statistical principles taught in MATH 0304. Students are required to complete online homework in addition to quizzes, and over the course of the semester, a midterm exam and a final exam. It is very important students attend class and fully participate in the learning activities and assignments. An attendance grade will be issued.

Communications:

Emails will be responded to within 24 hours during the week and 48 hours on the weekend. The college's official means of communication is via your campus email address. Your instructors will use your campus email and Blackboard to communicate with you outside of class. Make sure you keep your campus email cleaned out and below the limit so you can receive important messages.

Institutional/Course Policy:

Students are expected to attend all classes to be successful in MATH 0304. Students seeking to withdrawal from the course will be directed to the appropriate student services or academic advisor.

While in class, you are expected to pay attention and be present in class. Being present looks like:

1. distractions are put away including cell phones
2. your attention is on the lecture or task at hand
3. you brought the necessary instructional items to class
4. you remain in class for the full class time
5. you participate as needed in each activity

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are

students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Timeline (*note* instructor reserves the right to make adjustments to this timeline at any point in the term):

Course Schedule: (Subject to Change)

<u>Weeks</u>	<u>Topics</u>	<u>Assignments</u>	<u>Due Dates</u>
Week 1 Day 1 Day 2	Introductions Mathematical Symbols & Vocab Exponents, Order of Operations, Variable Expressions Operations on Real Numbers	Worksheet Online	8/30 11:59pm
Week 2 Day 3 Day 4	Labor Day no class Simplifying Expressions & Applications Solving Equations & Applications	 Online	9/6 11:59pm
Week 3 Day 5 Day 6	Percents & Finance Ratios, Rates, and Proportions	Online	9/13 11:59pm
Week 4 Day 7 Day 8	Midterm Review Midterm	In class handouts In Class Exam	

Week 5 Day 9	Graphing Linear Equations	online	9/27 11:59pm
Day 10	Intercepts and Slopes		
Week 6 Day 11	Graphing and Writing Equations of Lines	Online	10/4 11:59pm
Day 12	Exponents Rules, Negative Exponents, and Scientific Notation		
Week 7 Day 13	Multiplying Polynomials	Online	10/11 11:59pm
Day 14	Factoring Polynomials		
Week 8 Day 15	Final Exam Review	In class review and exam	
Day 16	Final Exam		

Eagle Assist

At Northeast Texas Community College, we understand that students often need support that extends beyond the classroom. “Eagle Assist” is the place to start when looking for that type of assistance. Our support system is here to help you succeed in both your academic and personal growth. www.ntcc.edu/eagleassist

Services provided:

- [Mental Health Counseling](#)
- [Classroom Accommodations](#)
- [NTCC Care Center Food Pantry](#)
- [NTCC Care Center Hygiene Closet](#)
- [NTCC Care Center Cook Nook](#)
- [Financial Literacy](#)
- [Child Care Assistance](#)
- [Emergency Aid](#)

Can't find what you are looking for? Send us a message at eagleassist@ntcc.edu
[Mental Health Counseling Services](#) are available to all NTCC students.

- Visit the following page to get your account activated:

www.thevirtualcaregroup.com/ntcc

*Dual credit students please email jsumrow@ntcc.edu if interested.