



MATH 0304.321 – Fundamentals of Mathematical Reasoning

Course Syllabus: Fall 2026

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

Instructor: Marguerite Morris

Office: MS 109

Phone: 903-573-0057

Email: mgmorris@ntcc.edu

Weekday	Office Hours
Monday	10:50 – 11:30
Tuesday	8:30 – 9:20
Wednesday	8:30 – 9:20
Thursday	10:00 – 10:50
Friday	None

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 to make predictions and decisions.

Evaluation/Grading Policy:

The breakdown of the course requirements is as follows:

%	Requirement
40%	Homework Assignments
10%	Attendance
25%	Midterm Exam
25%	Comprehensive Final Exam

Semester grades will be earned as follows

Percentage	Letter Grade
90% and above	A
80%–89%	B
70%–79%	C
69% and below	F

Evaluation/Grading Policy: The grade for this course will be based on the following:

1. Homework – Homework is completed online through Blackboard. Each homework assignment will be due by class time the next time the class meets; however, it will remain open until class time the day of each exam after which time you will not be able to access it. Because of the value and importance of homework, all the assigned homework will be averaged together to count for 40% of your final course grade.
2. Attendance: Each instructor is expected to take attendance; therefore, in this class attendance will count 10% of your final grade.
3. Since this is an eight-week course, there will only be two exams, a midterm, and a comprehensive final. Each exam will count 25% of your grade. Each student is required to take both exams. Should you be unable to take the midterm exam in class, or if you make less than 70% on it, you will have the option to take a makeup exam in the testing center. That exam will be available for one week.
The final exam grade can replace the midterm exam grade if it is missing or if it is a low grade.

Required Instructional Materials:

- 1) A calculator – a graphing calculator – is recommended; however, a scientific calculator or even a basic calculator will do for this course.
- 2) A notebook with pockets or a spiral with pockets.
- 3) Writing materials – pencils (preferably) and erasers or pen

Optional Instructional Materials:

Beginning and Intermediate Algebra: 2nd Edition, Publisher: Tyler Wallace (2010)

ISBN Number:978-1-4583-7768-5

Minimum Technology Requirements:

A computer to access online homework

Required Computer Literacy Skills:

Basic computer skills to access Blackboard, check email, gradebook, etc.

Course Structure and Overview:

This course will be taught in a traditional manner with class time consisting of instruction, practice and possibly an activity. Because this is an eight-week course, it is imperative that students attend class and fully participate in the learning activities and assignments in order to obtain the necessary skills to be successful in their college level math course. In addition, students are required to complete online homework, as well as two exams, a midterm exam, and a comprehensive final exam.

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. You may also call or text me on my cell phone; however, do so before 10:30 p.m.

Institutional/Course Policy:

- Students are expected to be in class unless they are attending a school sanctioned event. If that is the case, the student or coach is responsible for notifying the teacher of the absence. In the event of an absence, the student is still responsible for the homework assigned.
- Late work is accepted for this course up until the midterm exam and then again until the final exam.
- Cell phones should be set to silent and preferably put away in a backpack or purse. The main goal concerning cell phone usage is not to disturb others.

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.

Statement Regarding the Use of Artificial Intelligence (AI) Technology:

Employees and students shall be permitted to explore artificial intelligence (AI) and implement its use in and out of the classroom in accordance with policy and administrative regulations. The use of AI shall only be as a support tool to enhance student outcomes or as necessary to engage in research and shall never take the place of faculty, staff, and student decision-making. Any use of AI must comply with law, policy, and administrative regulations relating to student and employee privacy and data security. A student shall only use AI tools with faculty permission and shall be expected to produce original work and properly credit sources, including AI tools used in creating the work.

Example:

APA (7th edition)

OpenAI. (2026). ChatGPT (March 25 version) [Large language model]. <https://chat.openai.com/>

MLA (9th edition)

OpenAI. ChatGPT. 25 Mar. 2026, <https://chat.openai.com/>.

Employees or students who use AI tools to deceptively harm, bully, or harass others shall be disciplined in accordance with policy. [See DH, DIA series, FFD series, FFE, FLB, and the FM series] AI Use by Employees and Students. Northeast Texas Community College 225500 TECHNOLOGY RESOURCES
CRB ARTIFICIAL INTELLIGENCE (LOCAL) DATE ISSUED: 12/8/2025 1 of 1 UPDATE 50 CRB(LOCAL)-AJC Adopted: 12/16/2025

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 accommodation 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 accommodation as required to afford equal educational opportunity. It is the student's responsibility to request accommodation. 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 Schedule: Instructor reserves the right to make adjustments to this timeline at any point in the term.

<u>DATE</u>	<u>TOPICS</u>	<u>ASSIGNMENTS</u>	<u>DUE DATES</u>
Day 1 Aug 24	Introductions/Syllabus Mathematical Symbols and Vocabulary	Paper assignment	8/26/2026
Day 2 Aug 26	Exponents, Order of Operations, and Expressions	Online	8/31/2026
Day 3 Aug 31	Operations with Integers and Simplifying Algebraic Expressions	Online	9/2/2026
Day 4 Sept 2	Solving Equations and Applications	Online	9/9/2026
Day 5 Sept 7	Labor Day		
Day 6 Sept 9	Percents, Finance, Ratios, Rates, and Proportions	Online	9/14/2026
Day 7 Sept 14	Midterm Review (All topics covered since August 24)	In class paper review	9/16/2026
Day 8 Sept 16	Midterm Exam	In class exam	9/16/2026
Day 9 Sept 21	Graphing Linear Equations	Online	9/23/2026
Day 10 Sept 23	Intercepts and Slopes	Online	9/28/2026
Day 11 Sept 28	Graphing and Writing Equations of Lines	Online	9/30/2026
Day 12 Sept 30	Exponent Rules, Negative Exponents, and Scientific Notation	Online	10/5/2026
Day 13 Oct 5	Multiplying Polynomials	Online	10/7/2026
Day 14 Oct 7	Factoring Polynomials	Online	10/12/2026
Day 15 Oct 12	Final Exam Review (All topics covered since August 24)	In class paper review	10/14/2026
Day 16 Oct 14	Final Exam	In class exam	10/14/2026