



Syllabus: **MAT 092- ELEMENTARY ALGEBRA**

Course Information

Course Title:	ELEM. ALGEBRA
Course Prefix/Number:	MATH 092
Semester:	Summer 2025
Class Days/Times:	ONLINE
Credit Hours:	3 credits

Instructor Information

Name:	PROF. ZORAYDA P. AGUS, PhD, M.Ed Mathematics, MS IE
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Office location:	San Carlos Apache College
Office hours:	By appointment via Zoom

Course Description

Introduction to basic algebra. This includes the real number system, algebraic expressions, linear equations and inequalities, integer exponents, polynomials, simple rational expressions, polynomials, simple rational expressions, and square roots

Course Learning Outcomes

After completion of the course, students will be able to:

- 1.Solve linear equations and inequalities, both in inequalities, and in the context of story problems and real-life applications.
- 2.Visualize equations by graphing.
- 3.Add, subtract, multiply and divide numbers in the real number system.

4. Add, subtract, multiply, divide and factor polynomials.
5. Solve problems involving real world applications.

Course Structure

This course will be delivered through the computer using ALEKS Math Learning Management System (LMS). Students are expected to log in/ work on [ALEKS.com](https://www.aleks.com). Math assignments for an average of eight (8) hours per week.

Course Learning Materials and Textbook Information

The text will be on the [ALEKS.com](https://www.aleks.com) LMS. The students will be given access codes to get into the website.

Policies and Expectations (organized around SCAC's ARROW framework – accountability, respect, resilience, openness, and wisdom)

Accountability: (defines grade expectations and accountability for coursework; emphasizes students' responsibility for original work and proper citation; stresses punctuality, participation, and consequences of absences)

Evaluations and Grading & Assignments:

90 and above is an A
80 - 89 is a B
70 - 79 is a C
60 - 69 is a D
Under 60 is Failing

Your grade will be determined by the following:

[Course Grading Matrix; how the course grade will be determined using above Full Letter grades only (points, percentages etc.)]

Attendance Policy

[You are expected to arrive to class on time and be prepared to participate in each class period. Four unexcused absences may result in withdrawal and a "W" or "Y" will be recorded. You may request to be excused from class for religious observances and practices, for illness, for school or work-related travel or for personal or family emergency. If you will be absent, please notify the instructor as soon as possible. **(Revise as needed for the online environment.)**]

Attendance Policy for ONLINE Classes

LOG ON/ work online on ALEKS assignments for at least eight hours weekly. This can be broken down into one hour daily Math drills. The best way to learn Math is to practice and actually solve the problems on a regular basis. Math is a skill subject, the more hours you practice, the better your understanding will be on Math. The ALEKS program will periodically test your skill to assess progress. There are times you may repeat previously covered items. Please be patient and diligent; you will succeed. Some topics are hard, and others are easy. Students need to log on/ work on for at least 50 hours total in order to get at least a passing grade. Students are expected to be at different topics. The ALEKS curriculum is unique because it is individually presented depending on your skills and abilities, as you navigate through the program.

Four weeks of non-activity (online in ALEKS & in Canvas) may result in withdrawal and a "W" or "Y" will be recorded. You may request to be excused from class assignment for a particular week. This may be because of religious observances and practices, for illness, for school or work-related travel or for personal or family emergency. If you will not be able to login/ work online on ALEKS, please notify the instructor as soon as possible. This is a self-paced curriculum.

Academic Integrity:

Violations of scholastic ethics are considered serious offenses by San Carlos Apache College. Students may consult the SCAC Student Handbook sections on student code of conduct, on scholastic ethics and on the grade appeal procedure.

All work done for this class must be your own, or the original work of your group. While you may discuss assignments with other class members, the final written project must clearly be original. You may use work from books and other materials if it is properly cited.

Instructor Withdrawals

Students who have missed four consecutive classes (or the equivalent), or have not submitted any assignments nor taken any quizzes by the 45th day census report, due on [date of 45th day found in Academic Calendar on SCAC website], are assumed NOT to be participating in the class and may be withdrawn at the faculty member's discretion.

Student Withdrawals

Students may withdraw from class at any time during the first 2/3 of the semester without instructor permission and without incurring any grade penalty. Please be sure to withdraw yourself by [withdrawal deadline date found in Academic Calendar on SCAC website] if you do not expect to complete the class; otherwise, you may receive an "F" grade.

RESPECT (Establishes a respectful learning environment free from discrimination; promotes a safe and inclusive campus).

Equal Access Statement/Disability Accommodations

DISCLAIMER: This syllabus is designed to evolve and change throughout the semester based on class progress and interests. You will be notified of any changes as they occur.

San Carlos Apache College seeks to provide reasonable accommodations for qualified individuals with disabilities. The College will comply with all applicable regulations, and guidelines with respect to providing reasonable accommodations as required to ensure an equal educational opportunity. This process includes self-identifying as a student with a disability, providing supporting documentation of their disability, and being approved for services through the Disability Resources Office (DRO). It is the student's responsibility to make known to their instructor(s) the student's specific needs within the context of each class in order to receive appropriate accommodations. We will work together in order to develop an accommodation plan specifically designed to meet the individual student's requirements.

For more information or to request academic accommodations, please contact: Anthony Osborn, TOCC Disabilities Resource Coordinator, aosborn@tocc.edu, or 520-383-0033 for additional information and assistance.

Title IX

San Carlos Apache College encourages each student to have the knowledge and skills to be an active bystander who intervenes when anyone is observed or being harassed or endangered by sexual violence. Sexual discrimination and sexual violence can undermine students' academic success and quality of life on campus and beyond. We encourage students who have experienced or witnessed any form of sexual misconduct to talk about their experience and seek the support they need.

Conduct: Bias, Bullying, Discrimination and Harassment

San Carlos Apache College faculty and staff are dedicated to creating a safe and supportive campus environment as a core value. Harassment based on age, class, color, culture, disability and ability, ethnicity, gender, gender identity and expression, immigration status, marital status, political ideology, race, religion/spirituality, sex, sexual orientation, and tribal sovereign status will not be tolerated.

RESILIENCE (Supports students facing unavoidable circumstances and recognizes hardships, while setting academic expectations).

Incomplete Policy

Incomplete (I) grades are not awarded automatically. The student must request an "I" from the instructor who can choose to award an Incomplete only if all three of the following conditions are met:

1. The student must be in compliance with the attendance policy.
2. The student must have unavoidable circumstance that would prohibit the student from completing the course.
3. The student must have completed over 75% of the course requirements with at least a "C" grade.

Incompletes are not a substitute for incomplete work due to frequent absences or poor academic performance. Incomplete grades that are not made up by the end of the ninth week of the following semester will be automatically changed to an F if the agreed upon work, as stipulated

on the written form signed by the instructor and the student when the I grade is awarded, is not completed.

Special Withdrawals (Y) Grade

The “Y” grade is an administrative withdrawal given at the instructor’s option when no other grade is deemed appropriate. Your instructor must file a form stating the specific rationale, with documentation, for awarding this grade. “Y” grades are discouraged since they often affect students negatively. Your instructor will not award a "Y" grade without a strong reason.

OPENNESS (Encourages open discussions between students and faculty and provides transparency about expectations and learning methods)

Course Outline and Important Dates

The due date of weekly assignments is every Saturday. Weekly activities/assignments starts on Sunday. You may work ahead on schedule in ALEKS but the grading will be based on weekly assignments.

Faculty/Student Communication

A faculty member will respond to a student’s communication within 24 hours of receiving the communication excluding weekends and college closures. If a course is online a faculty will login their Canvas classroom a minimum of three times per week spread evenly throughout the week and respond to any discussion posts and check on student progress in the course.

Course Feedback:

All assignments will be graded and returned to the students promptly, typically within a week after the assignment is closed for handing in. Email and phone messages will be returned within 24 hours. A student or the instructor may request a student conference at any time during the semester. Quarterly grade reports will be provided to each student, either in person, by email or via the electronic system of Canvas.

WISDOM (Encourages evaluation, reasoning and diverse perspectives; emphasizes organized and audience-aware expression, and promotes learning from elders and cultural teachings for personal and academic growth)

SCAC General Education Learning Outcomes

Apache Wisdom

Learning from the teachings carried on from Apache elders and other community leaders, students will appreciate their unique history, language, and culture as a source of strength for their personal, family, academic, and career aspirations.

Critical Thinking

Approach critical issues, problems, or questions using creativity and deductive reasoning, evaluating evidence, acknowledging diverse perspectives and contexts, and synthesizing one's own viewpoint into ongoing conversations and debates.

Communication

Effectively express ideas orally and in writing. Good communication includes understanding one's audience, organizing one's thoughts, acknowledging and integrating outside sources, using the most recent technology, and following the accepted writing and citation conventions of the particular discipline.

Environmental Literacy

Students will understand their connection to social, cultural, physical, and global environments. Students will consider and evaluate strategies for cultural, community and global sustainability.

ONLINE ASSIGNMENTS**LOGIN TO [ALEKS.COM](https://www.aleks.com)**

Plan to login and work online between Sunday & Friday in [ALEKS.com](https://www.aleks.com), for eight hours a week. Check the website regularly. It works best if you set up a consistent weekly schedule for working on this class. Kindly treat this schedule with respect as if you are setting aside the time to attend an in-person class in the building. In order to get at least a passing grade, you must have worked on for at least fifty (50) hours logged/worked on for the semester in ALEKS Learning Management System.

WORKING ON CANVAS

Due date is Saturday at the end of the day for your weekly assignments (learning reflections) on Canvas. Check the announcements, your mailbox, and your weekly assignments. Print out your syllabus, the college calendar and look at them frequently. Don't forget that you are working on a self-paced curriculum.

OTHER CONCERNS:

The best way for you to communicate with me is through email. In your email and other correspondence, please include the course name, section, your full/complete name, and the detailed inquiries or concerns. On your subject heading in the message, please put the following: MAT _____, Section _____, Student's name, Concerns. You should indicate the course and section for easy reference and for immediate response.

Example:

MAT 122_ ONLINE_ Jane Doe_ QUIZ Grade

You may also attend our consultation hours via Zoom.

EXPECTATIONS & LATE WORK POLICY

1. Students are expected to come to class prepared and have done required preliminary work.

2. Late work is marked down 10 percent for each day of tardiness.
3. Failure to submit assignments will result in a grade of zero. Make an attempt to do the assignment. F is a better grade than zeros.
4. No work will be accepted after the assignment results/ answers have been discussed in class and corrected papers have been distributed back to the class.
5. Students will be asked to leave if creating disturbance.
6. Late assignments that can be made up will be penalized 25 % but will be accepted.
7. At the instructor's discretion, optional assignments and extra credit work may be given.

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