



WACO, TEXAS

**COURSE SYLLABUS
AND
INSTRUCTOR PLAN**

**COLLEGE MATH READINESS
NCBM 0100.01**

NOTE: This is a 6 week course.

Lisa Lindloff

SUMMER 1 2020

COLLEGE MATH READINESS

NCBM 0100

Course Description:

NCBM 0100 provides rapid development of college-level math skills focusing on the study of topics matching those of the corresponding college level math course. Instructional support will be customized for each student.

Prerequisites and/or Corequisites:

None

Course Notes and Instructor Recommendations:

There is additional information in Brightspace.

This Non-Course Competency Based Option focuses on an individualized support to address a student's specific needs. Therefore, efforts are prioritized according to need.. A variety of college resources to aid in success will be available in the course Brightspace home.

Instructor Information:

Although Prof. Lindloff's info is listed below, check your college math course syllabus for making direct contact with your instructor.

Instructor Name: Lisa Lindloff

MCC E-mail: LLindloff@mclennan.edu

Office Phone Number: 254-299-8802

Office Location: MATH 215

Office/Teacher Conference Hours: TBA

Required Text & Materials:

NONE

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at

<http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources, we encourage you to contact a success coach by calling (254) 299-8226. Students can visit the Completion Center Monday-Friday from 8:00 a.m.-5:00 p.m. to meet with a success coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) is open 12:00 p.m.-1:00 p.m., Monday-Friday, without an appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

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Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be contacted/notified through your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Brightspace requirements:

<https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html>

(www.mclennan.edu/center-for-teaching-and-learning/teaching-commons/requirements)

Click on the link above for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Methods of Teaching and Learning:

The following methods for teaching and learning will be used: personalized and individualized approach for each student depending on their concurrent college level math class.

Course Objectives and/or Competencies:

Upon successful completion of this course, students will: Be able to successfully complete the objectives of the college math course that this supports.

Course Outline or Schedule:

CONTACT THE INSTRUCTOR FOR YOUR COLLEGE MATH COURSE.

NCBM scheduling will be customized to meet the student's remediation needs and will be supportive in nature. Contact should be made by the student on the first day of the semester to the instructor of the college level math class.

Course Grading Information:

To receive credit for NCBM 0100, students must demonstrate mastery on competencies defined by the college level course concurrently enrolled in. The grade for the course is Credit or Non-credit and will be given to each student on the last class meeting to allow the instructor to help advise the student based on either the successful completion of the NCBM and hopefully the concurrent college math course. Students who do not earn a passing grade in their college level math course will not receive credit for the course. Grades will be CR-

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Credit (Pass), W (Withdrawal), or NC (Non-Completion). NCBM with concurrent college math enrollment is offered only once. If the student does not earn credit, they must then follow the guidelines for enrollment. This may include registration in developmental math before retaking the college level math class again.

Late Work, Attendance, and Make Up Work Policies:

Communication between the student and NCBM instructor is critical. Email communication may be acceptable, but the student must respond as requested by the instructor. Failure to do so may result in being dropped from NCBM and that would initiate being also dropped from the college level class.

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity. Students are expected to come to class prepared and with supplies necessary to participate actively in each class meeting.

MCC Academic Integrity Statement:

[Click Here for the MCC Academic Integrity Statement](#)

(www.mclennan.edu/academic-integrity)The link above will provide you with information about academic integrity, dishonesty, and cheating.

MCC Attendance Policy:

<https://www.mclennan.edu/highlander-guide/policies.html>

(www.mclennan.edu/highlander-guide/policies)

Click on the link above for the college policies on attendance and absences. Your instructor may have guidelines specific to this course.

Accommodations/ADA Statement

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. Instructors should not provide accommodations

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unless approved by the Accommodations Coordinator. For additional information, please visit mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

TITLE IX

* **[Click Here for more information about Title IX](#)**

(www.mclennan.edu/titleix)

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Vice President for Student Success) at 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC by calling 299-8210. The MCC Student Counseling Center is a confidential resource for students.

McLennan's Title IX webpage (<http://www.mclennan.edu/titleix/>) contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence.

* *You will need to access each link separately through your Web browser (for example: Internet Explorer, Mozilla, Chrome, or Safari) to print each link's information.*