

### Math 0232 NCBO for Math for Liberal Arts Syllabus

### **Instructor Contact Information**

Instructor: Dr. John Burghduff Office Phone: 281-290-3915

Office HSC2 250 G Office Hours: MW 1:00 – 1:30, 4:00 – 5:00,

**Location:** 6:30 – 7:00 PM Th 3:00 – 4:00 PM

and by appointment

**Tutoring Ctr:** 2<sup>nd</sup> Floor LRNC **Tutoring Hours:** T 4:00 – 6:00 PM

E-mail: john.b.burghduff@lonestar.edu Website: www.lonestar.edu/blogs/jburghduff

**Department/Division Contact: 281-290-5279** 

### **Course Information**

Course Title: NCBO for Math for Liberal Arts Term and Year: Spring, 2020

Course Subject: MATH

Course Number & Section: 0232 5C01 Class Days and Times: MW 1:30 PM – 2:25 PM

Credit Hours: 2

Lecture Hours: 2 Class Room Location: HSC2 142

Lab Hours: 0

**External Hours:** 0 **MyMathLab Course ID**: burghduff31735

Total Contact Hours: (All hrs. x 16)

Prerequisites: Math 0306 or placement by testing for non-algebraic path

Co-requisites: Math 1332

Catalog Description: Math 0332 is a non-course based option covering objectives students will need to be successful in Mathematics for Liberal Arts, Math 1332.

#### **Student Learning Outcomes:** Students will:

- Define, represent and perform operations on rational numbers including the correct implementation of rules of order of operation.
- Perform operations using the Commutative, Associative, Distributive, and Indentity Properties of Addition and Multiplation.
- Solve problems that require rates, ratios and percentages
- Simplify expressions using definitions and laws of integer exponents
- Solve linear equations and inequalities in one variable and compound inequalities in one variable.
- Define the Cartesian Plane and plot points.
- Find the slope and x and y intercepts and write the equations of a linear relation.
- Evaluate radical and rational expressions.
- Model, interpret, and justify mathematical ideas and concepts using graphical representations.

Textbook Title: Blitzer; Thinking Mathematically, 7th ed.; Pearson

Required MyMathLab Access: Students must buy an access code to MyMathLab, an online course management system which includes a complete eBook; students will first need a Course ID provided by the instructor in order to register; online purchase of MyMathLab access at <a href="www.mymathlab.com">www.mymathlab.com</a>. Note: A complete eBook for the course comes with MyMathLab access. A hardbound copy of the textbook is NOT required. (Note: For those who would prefer not to purchase MyMathLab access codes online from the publisher, hard copies may be purchased elsewhere using the ISBN: 9780134705095)

**Optional Hardbound Text:** 9780134683713

Hardbound text + free MyMathLab access, ISBN: 9780134708300

Calculator: Graphing calculators may be required for some assignments/assessments at the discretion of the instructor. TI 83, TI 84 or TI 86 series calculators recommended. Calculators capable of symbolic manipulation will not be allowed on tests. Examples include, but are not limited to, TI 89, TI 92, and Nspire CAS models and HP 48 models. Neither cell phones nor PDA's can be used as calculators. Calculators may be cleared before tests.

### Instructor Guidelines and Procedures

Students are responsible for knowing and following the guidelines related to all of the online links below.

Course Technology Requirements: In our efforts to prepare students for a changing world, students may be expected to utilize computer technology while enrolled in classes, certificate, and/or degree programs within Lone Star College. The specific requirements for this course are listed below:

- Use of calculators in problem solving
- Completion of online homework problems in MyMathLab
- Access of support and tutorial materials in MyMathLab
- Use of text messaging to convey critical announcements and information

Attendance: The instructor will NOT drop students from this course for non-attendance. It is your responsibility to fill out a "schedule change form" at the registration desk to officially drop this class. Failure to do so may result in the grade of "F".

Penalty for Not Enrolling in MyMathLab: Enrolling in MyMathLab is a requirement for participation in this class. To enroll, view the handout "Pearson MyLab Math: Student Registration Instructions." Students who have not logged into MyMathLab or who fail to purchase permanent access by Monday, January 27 will not be permitted to take examinations or to complete other assignments.

Assignments: In this class, we will have three types of assignments

- In Class Assignments. Each day we will have assignments to be completed for a grade in class. We will work collaboratively in groups and I will walk around the room helping you. In class assignments will be taken up and graded. These assignments are due at the end of class and will not be accepted late.
- Homework Assignments. Each day, I will assign a homework assignment to be completed online using MyMathLab. After logging in at <a href="www.MyMathLab.com">www.MyMathLab.com</a> select "Homework" and work the assignment for the day. You will see that, for each problem, you can choose "help me solve this" for hints, or "view an example", you can email questions to me, check out the appropriate section of the online textbook and, in some cases, watch a video clip or look at a PowerPoint presentation. When necessary, there will be a template on your screen enabling you to create fractions, exponents, radicals, etc. You can continue trying each problem until you get it right. You do not have to work the entire assignment all at one sitting. When you are ready to exit the assignment choose "save". In addition to MyMathLab assignments, there may also be periodic pencil and paper homework assignments. Each assignment will have a definite due date. Late assignments will not be accepted.
- Reading Assignments. Before each homework assignment in MyMathLab you will see a reading
  assignment. Reading assignments include links to the section of the online textbook we are studying,
  videos and other media. Reading assignments are not graded but you must finish the reading
  assignment for the section before the program will let you work on the homework from that
  section.

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#### **Tests and Testing Rules:**

- **Number of Tests.** Over the course of the semester we will have two tests. Tentative dates and topics to be included for each test are included in the instructional outline below. Tests will be taken during class time. The second test will be given at the time scheduled for the final exam but will not be a comprehensive exam. It will only cover the topics indicated in the instructional outline.
- Calculators. Depending on the nature of the topics covered on a test, calculators may or may not be allowed. In some cases, graphing calculators will be permitted on the entire test. In other cases, there may be part of the test on which graphing calculators are allowed and another part on which no calculator is allowed. We will completely clear the memories of all calculators before starting the tests. Make sure you have any programs backed up elsewhere.
- Free Response Testing. All tests will be "free response". For each question there will be space to show all your work and circle your final answer. In other words, there are no multiple choice tests in this class.
- Allowed Materials. The only items you can bring to a test are writing utensils (pens are allowed but pencils are strongly recommended) and your calculator for parts of the test on which they are allowed. You cannot have additional scratch paper. You cannot bring notes or formula sheets. You do not need blue books or Scantron forms. All items other than pencils/pens and calculators must be stowed away in your back pack or under your desk. If any items are discovered not stowed away, it will be assumed that cheating is occurring and you will be removed promptly from the test.
- Cell Phones During Tests. Cell phones cannot be used as calculators. All cell phones must be turned
  off and put away during tests. Failure to do so will be assumed to be an attempt to cheat and you will be
  removed promptly from the test.
- **No Retakes.** In this class, and in most college classes, there are no retakes for tests. You will be allowed to take each test one time only and the grade you make will be the one figured into your overall average. It is, therefore, very important that you prepare well for each test and do your very best.

Make-up Exams: If you miss a **major test** you will be permitted to make up the exam in the Assessment Center **provided** you contact me within 48 hours of the missed test. There are no make-ups for missed in class work or for late MyMathLab or other homework assignments.

**Text Messages:** Important class reminders will be sent by text messages. Our system hides your phone number from both the instructor and your fellow students. To subscribe, view the handout "Sign up for Important Updates from Dr. Burghduff" from Remind.

**Electronic Devices:** There are valid uses for cell phone and tablets in class. These electronic devices can be used to record the lesson or take photos of information on the board. They can be used to access the eText or other materials in MyMathLab when appropriate. **You cannot, however, text or talk on the phone in class.** I will remind you that this is inappropriate if I notice you doing so. On test days, cell phones must be turned off and put away; there are no exceptions. Cell phones **cannot** be used as calculators on tests.

Indicating a Preferred/Used Name: If a student would like the class roster and the LSC online system to indicate a name different from the one on the student's legal documentation, the student may register a preferred/used name. Follow these steps:

- 1. Login to myLoneStar at my.lonestar.edu.
- 2. From the Student tab choose 'Personal Info'
- 3. From drop down choose 'Names'
- 4. Choose "Add a New Name"
- 5. Enter the name type as "Preferred" and enter the desired name
- 6. Save the record.
- 7. To change a preferred/used name in the future, if necessary, choose "Edit", change the name and save the record.

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#### **Grade Determination:**

Your grade will be determined by the following	Details	Points	Percentage of Final Average
In Class Grade	The percentage of all points you earn on work done in class based on the total number of all possible points.	100	25%
Homework Average	The average of all homework grades, both MyMathLab assignments completed online and pencil and paper assgnments completed by hand.	100	25%
Major Tests	Two tests (Midterm Exam and Final Exam) each worth 25% of the overall average.	200	50%
Total:			100%

#### **Final Examinations**

A final evaluation activity will occur during the published final evaluation period. The appropriate dean must approve any variation to this schedule. http://www.lonestar.edu/examschedule.htm

#### **Letter Grade Assignment:**

Letter Grade		Final Average in Percent	
Α	Excellent Performance	90% - 100%	
В	Good Performance	80% - 89%	
С	Acceptable Performance	70% - 79%	
ΙP	In Progress – Student Did Not Pass	60% - 69%	
F	Failing	0% - 59%	

#### **Evaluation of Instruction:**

Lone Star College-CyFair is committed to acting intentionally about student success. As part of our institutional effectiveness efforts, our instructors are assessed in several ways. For the continuous improvement of our instruction, you are encouraged to provide input for each course you take each semester using the Course Evaluations Questionnaire, which can be accessed through your myLoneStar account. This occurs approximately half way through your course, and you will be notified when surveys are available for completion. Instructions on how to access and complete the Course Evaluations Questionnaire can be found by logging into your myLoneStar Account and clicking on the Quicklinks – "How To" Documents. The college deans review these evaluations each semester. Additionally, the deans and/or department chairs may visit each instructor's class at some time during the semester to observe the instructional environment being provided and complete an assessment of the instructor.

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# **Tentative Instructional Outline:**

## **Important Dates for Spring Semester, 2020:**

Dates Listed Below are for Spring, 2020				
Class Begins	Monday, January 13			
Official Day of Record	Monday, January 27			
Midpoint Day of Record (MDR)	Monday, March 16			
Withdrawal "W" Date	Wednesday, April 1			
Final Exam Date and Time	Wednesday, May 6			
	1:00 – 2:50 PM			
Holidays (Campus Closed)	Martin Luther King Day, Monday, January 20			
	Spring Break, March 9 – March 15			
	Good Friday, Friday, April 10			

MATH 0232	DATES	MATH 1332
INTRODUCTION TO MATH FOR LIBERAL	WEEK 1	2.1 BASIC SET CONCEPT
ARTS COREQUISITE MODEL	Mon. Jan. 13	
5.1 NUMBER THEORY: PRIME AND	WED. JAN.15	2.2 SUBSETS
COMPOSITE NUMBERS (BEGINNING)		
No CLASS: MARTIN LUTHER KING DAY	WEEK 2	No CLASS: MARTIN LUTHER KING DAY
	Mon. Jan. 20	
5.1 NUMBER THEORY: PRIME AND	WED. JAN. 22	2.3 VENN DIAGRAMS AND SET
COMPOSITE NUMBERS (CONCLUSION)		OPERATIONS
5.2 THE INTEGERS AND ORDER OF		
OPERATION (BEGINNING)		
5.2 THE INTEGERS AND ORDER OF	WEEK 3	2.4 SET OPERATIONS AND VENN
OPERATIONS (CONCLUSION)	Mon. Jan. 27	DIAGRAMS WITH THREE SETS
5.3 THE RATIONAL NUMBERS	WED. JAN. 29	2.5 SURVEY PROBLEMS
(BEGINNING)		
REVIEW FOR MATH 1332 TEST 1	WEEK 4	3.1 STATEMENTS, NEGATIONS AND
(CHAPTER 2)	Mon. Feb. 3	QUANTIFIED STATEMENTS
MATH 1332 TEST 1:	WED. FEB. 5	3.2 COMPOUND STATEMENTS AND
CHAPTER 2, SET THEORY		Connectives (Beginning)
5.3 THE RATIONAL NUMBERS	WEEK 5	3.2 COMPOUND STATEMENTES AND
(CONCLUSION)	Mon. Feb. 10	CONNECTIVES (CONCLUSION)
5.6 EXPONENTS AND SCIENTIFIC		
NOTATION (BEGINNING)		
5.6 EXPONENTS AND SCIENTIFIC	WED. FEB. 12	3.3 Truth Tables for Negation,
NOTATION (CONCLUSION)		CONJUNCTION AND DISJUNCTION
6.1 ALGEBRAIC EXPRESSIONS AND	WEEK 6	3.4 TRUTH TABLES FOR THE
FORMULAS	Mon. Feb. 17	CONDITIONAL AND BICONDITIONAL
6.2 LINEAR EQUATIONS IN ONE	WED. FEB. 19	3.5 EQUIVALENT STATEMENTS AND
VARIABLE		VARIATIONS OF CONDITIONAL
		STATEMENTS
6.3 APPLICATIONS OF LINEAR	WEEK 7	3.6 NEGATIONS OF CONDITIONAL
EQUATIONS (BEGINNING)	Mon. Feb. 24	STATEMENTS AND DEMORGAN'S LAWS
6.3 APPLICATIONS OF LINEAR	WED. FEB. 26	3.7 ARGUMENTS AND TRUTH TABLES
EQUATIONS (CONCLUSION)		
REVIEW FOR MATH 1332 TEST 2	WEEK 8	8.1 PERCENT, SALES TAX AND
(CHAPTER 3)	Mon. Mar. 2	DISCOUNTS
MATH 1332 TEST 2:	WED. MAR. 4	8.2 INCOME TAX
Chapter 3, Logic		

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MATH 0232	DATES	MATH 1332
No Class: Spring Break	Mon. Mar. 9 -	No Class: Spring Break
	Sun. Mar. 15	
REVIEW FOR MATH 0232 MIDTERM	WEEK 9	8.3 SIMPLE INTEREST
(CHAPTERS 5 AND 6)	Mon. Mar. 16	
MATH 0232 MIDTERM:	WED. MAR. 18	8.4 COMPOUND INTEREST
CHAPTER 5, NUMBER THEORY AND THE		
REAL NUMBER SYSTEM		
CHAPTER 6, ALGEBRA: EQUATIONS AND		
INEQUALITIES		
7.1 GRAPHING AND FUNCTIONS	WEEK 10	8.5 Annuities, Methods of Saving
(BEGINNING)	Mon. Mar. 23	AND INVESTMENTS
7.1 GRAPHING AND FUNCTIONS	WED. MAR. 25	8.6 CARS
(Conclusion)		
Review for Math 1332 Test 3	WEEK 11	11.1 THE FUNDAMENTAL COUNTING
(CHAPTER 8)	Mon. Mar. 30	PRINCIPLE
MATH 1332 TEST 3:	WED. APR. 1	11.2 PERMUTATIONS
CHAPTER 8, PERSONAL FINANCE		
7.2 LINEAR FUNCTIONS AND THEIR	WEEK 12	11.3 COMBINATIONS
GRAPHS (BEGINNING)	Mon. Apr. 6	
7.2 LINEAR FUNCTIONS AND THEIR	WED. APR. 8	11.4 FUNDAMENTALS OF PROBABILITY
GRAPHS (CONCLUSION)		
12.1 SAMPLING, FREQUENCY	WEEK 13	11.5 PROBABIITY WITH THE
DISTRIBUTIONS AND GRAPHS	Mon. Apr. 13	FUNDAMENTAL COUNTING PRINCIPLE,
(BEGINNING)	10/ 0 45	PERMUTATIONS AND COMBINATIONS
12.1 SAMPLING, FREQUENCY	WED. APR. 15	11.6 EVENTS INVOLVING NOT AND OR,
DISTRIBUTIONS AND GRAPHS		Odds
(CONCLUSION)	WEEK 4.4	44.7 EVENTO INVOLVENO AVE
12.2 Measures of Central Tendency	<b>WEEK 14</b> MON. APR. 20	11.7 EVENTS INVOLVING AND, CONDITIONAL PROBABILITY
12.3 Measures of Dispersion	WED. APR. 22	
12.3 MEASURES OF DISPERSION	WED. APR. ZZ	1.2 ESTIMATION, GRAPHS AND MATHEMATICAL MODELS
REVIEW FOR MATH 0232 FINAL EXAM	WEEK 15	REVIEW FOR MATH 1332 TEST 4
(CHAPTERS 7 AND 12)	MON. APR. 27	(CHAPTER 11,1)
REVIEW FOR MATH 0232 FINAL EXAM	WED. APR. 29	REVIEW FOR MATH 1332 TEST 4
(CHAPTERS 7 AND 12)	VVED. APR. 29	(CHAPTER 11,1)
MATH 0232 DOES NOT MEET THIS DAY	WEEK 16	MATH 1332 TEST 4:
WATE 0202 DOES NOT WEET THIS DAY	MON. MAY 4	CHAPTER 11, COUNTING METHODS AND
	IVION. IVIAT	PROBABILITY THEORY
		CHAPTER 1, PROBLEM SOLVING AND
		CRITICAL THINKING
		SPECIAL TEST TIME: 2:00 – 3:50 PM
MATH 0232 FINAL EXAM:	WED. MAY 6	MATH 1332 DOES NOT MEET THIS DAY
CHAPTER 7, ALGEBRA: GRAPHS,		
FUNCTIONS AND LINEAR SYSTEMS		
CHAPTER 12, STATISTICS		
SPECIAL TEST TIME: 1:00 – 2:50 PM		1

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### Lone Star College-CyFair Campus Guidelines and Procedures

We encourage students to read the <u>Student Handbook</u> and <u>LSC Catalog</u> for a comprehensive list of guidelines and procedures.

#### **Course Withdrawal Process**

Withdrawal from the course after the official day of record and prior to the "W" Day will result in a final grade of "W" on your transcript. You are strongly encouraged to meet with your professor prior to withdrawing from a course to consider all options. No credit will be awarded for a course earning a "W." If you stop attending class, you must withdraw at the registration office prior to "W" day. If you stop attending class and do not officially withdraw, you will receive whatever grade is calculated based on your completion rate, which may result in an "F" for the course. Additional information on the Course Withdrawal Process may be found in the Course Catalog for the current academic year.

#### **Six Drop Rule**

Students who enrolled in Texas public institutions of higher education as <u>first-time college students during the Fall 2007 term or later</u> are subject to section 51.907 of the Texas Education Code, which states that an institution of higher education may not permit a student to drop (withdraw with a grade of "W") from more than six courses, including courses that a transfer student has previously dropped at other Texas public institutions of higher education that have already been counted against their <u>six drop limit</u>. Students should fully understand this drop limit before they drop any course. Please see a Counselor or Advisor in our Student Services area for additional information and assistance. **Dropping a transitional and/or ESOL course does not count against the six drop limit.** 

#### **Academic Appeals**

An academic appeal is a formal request by a student to change a grade or to challenge a penalty imposed for violations of standards of academic integrity such as plagiarism or cheating. Before a student brings an academic appeal, he or she should first meet with the instructor to request that a change be made. For additional information, please read the Academic Complaint and Appeal Process.

#### **Academic Integrity**

Lone Star College-CyFair is committed to a high standard of academic integrity in the academic community. In becoming a part of the academic community, you are responsible for honesty and independent effort. Please read the <a href="Academic Integrity and Dishonesty Policy">Academic Integrity and Dishonesty Policy</a> online and read the <a href="Academic Integrity Brochure">Academic Integrity Brochure</a> for more information.

Failure to uphold these standards includes, but is not limited to, the following: plagiarizing written work or projects, cheating on exams or assignments, collusion on an exam or project, and misrepresentation of credentials or prerequisites when registering for a course. Cheating includes looking at or copying from another student's exam, orally communicating or receiving answers during an exam, having another person take an exam or complete a project or assignment, using unauthorized notes, texts, or other materials for an exam, and obtaining or distributing an unauthorized copy of an exam or any part of an exam. Plagiarism means passing off as your own the ideas or writings of another (that is, without giving proper credit by documenting sources). Plagiarism includes submitting a paper, report, or project that someone else has prepared, in whole or in part. Collusion is inappropriately collaborating on assignments designed to be completed independently. These definitions are not exhaustive. When there is clear evidence of cheating, plagiarism, collusion, or misrepresentation, disciplinary action may include but is not limited to requiring you to retake or resubmit an exam or assignment, assigning a grade of zero or "F" for an exam or assignment; or assigning a grade of "F" for the course. Additional sanctions including being withdrawn from the course, program or expelled from school may be imposed on a student who violates the standards of academic integrity.

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#### **Student Behavior Expectations**

You are expected to conduct yourself appropriately while on College property or in an online environment. You may receive disciplinary action up to and including suspension, if you violate College rules, disrupt classes, or interfere with the opportunity of others to obtain an education. Students who pose a threat to the safety of others will be subject to immediate withdrawal from the classroom, campus environment, and/or online environment, as well as face subsequent criminal charges, as appropriate. Please refer to the <a href="Student Code of Conduct">Student Code of Conduct</a> foradditional information.

#### **Campus Safety and Security**

Lone Star College is committed to maintaining the safety of the students, faculty, staff, and guests while visiting one of our campuses. To help ensure your safety during an emergency (safety, fire, severe weather, etc.), please follow the instructions of college officials. Safety information and resources may be found on the <a href="Office of Emergency Management">Office of Emergency Management</a> website and are also posted in each classroom. In the event you wish to report an emergency, please contact the police at 281.290.5911 or utilize the red handled emergency phones located in classrooms.

The Texas Legislature enacted campus carry by passing Senate Bill 11, effective at LSC on August 1, 2017. Senate Bill 11, known as the "Campus Carry" law, amends Texas law to allow license holders to carry concealed handguns on college campuses. To carry a concealed handgun on LSC campuses, an individual must have a valid License to Carry issued by the Texas Department of Public Safety. LSC has established rules and regulations regarding enforcement of Campus Carry. Lone Star College prohibits concealed carry in some areas of LSC campuses. For more information about Campus Carry, visit the LSC Campus Carry website.

#### **Guidelines for Children of College Students**

Children of students may not enter the classroom, even for brief visits, without the instructor's prior express written permission and may never enter lab areas. See Board Policy Section II.D.2.04 and Section II.D.2.06 for more information.

#### **FERPA**

The Family Educational Rights and Privacy Act (FERPA), also known as the Buckley Amendment, was established to protect the privacy rights of all students and applies to any educational facility receiving federal funds. For more information and the release form, please visit <a href="http://www.lonestar.edu/ferpa.htm">http://www.lonestar.edu/ferpa.htm</a>.

#### **Student Absence on Religious Holy Days**

The student must notify the faculty member in writing within the first 12 days of the semester of the intent to be absent due to a religious holy day. Under Texas Education Code 51.911, a student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time as established by the faculty member.

#### **Equal Opportunity Statement**

Lone Star College is committed to the principle of equal opportunity in education and employment. Lone Star College does not discriminate on the basis of race, color, gender, religion, disability, age, veteran status, sexual orientation, nationality or ethnicity in its programs and activities.

# **Student Support Services**

#### Lone Star College-CyFair is committed to your success! One of our cultural beliefs is Student Focused.

If you are experiencing challenges achieving your goals academically or personally, please contact your advisor, instructor, or another individual on campus you trust. Advisors can provide assistance with questions related to academics, while the Counseling office can assist with ADA accommodations and personal barriers. All concerns related to classroom instruction must first be addressed with the instructor. Please know that we have resources and are here to support you.

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#### **Academic Success Center (Barker Cypress Campus - Learning Commons - 2nd Floor)**

The Academic Success Center (ASC) offers <u>tutoring</u> for most disciplines and specific assistance in The Science Center (LRNC 203), Math Center (LRNC 205) and the Writing Center (LRNC 208). Student workshops are also offered throughout the semester. For more information, please visit the <u>Academic Success website</u> or call 281.290.3279.

#### Academic Success Center open labs (TECH 104 and CASE 104)

The Academic Success Center Open Labs are quiet work and study areas available to you. You access the labs with your LSC ID card. The ASC Open Labs are available during extended hours during all semesters. Basic software assistance, access to Mac and PC computers loaded with courseware, printing, copying, and scanning are available in TECH 104, CASE 104. For more information, please visit the <a href="mailto:Academic Success website">Academic Success website</a>, contact 281.290.5980, or <a href="mailto:cfasclabs@LoneStar.edu">cfasclabs@LoneStar.edu</a>.

#### **Americans with Disabilities Act Statement (Disability Services)**

Lone Star College- CyFair is dedicated to providing the least restrictive environment for all students. We promote equity in academic access through the implementation of reasonable accommodations as required by the Rehabilitation Act of 1973, Title V, Sections 504 and 508, the Americans with Disabilities Act of 1990 (ADA), and the Americans with Disabilities Amendment Act (ADAAA). These laws enable students with disabilities to participate in and benefit from all post-secondary educational courses and activities.

A student requesting accommodations for a disability must contact the Counseling/Disability Services Office and register for services. The Assistive Technology Lab is available for students who benefit from its various technologies to convert text to speech, magnify items, convert text to Braille, etc. after their accommodations have been determined by the Counseling office. If possible, the student requesting services should make an initial contact with the office at least 4 weeks prior to the start of the first class. Any disability related documentation and requests for assistive technology should be submitted to the Disability Services office, which is located on the LSC-CyFair campus in CASA 109. You may contact Stephanie Dillon, Disability Services Counselor, at 281-290-3260 or 281-290-3533 or <a href="Stephanie.G.Dillon@LoneStar.edu">Stephanie.G.Dillon@LoneStar.edu</a> for additional information and/or to schedule an appointment. Additional information may be accessed online at <a href="http://www.LoneStar.edu/disability-services.htm">http://www.LoneStar.edu/disability-services.htm</a>

#### **Counseling Services**

Counseling services are available to students who are experiencing difficulty with academic issues, selection of college major, career planning, disability accommodations, or personal issues. You may contact <a href="mailto:Counseling@LoneStar.edu">Counseling@LoneStar.edu</a> or stop by CASA 109 to make an appointment.

Students may also contact counseling services at the Cypress Center. The Cypress Center contact is 832.920.5029, Lolita.B.Page@LoneStar.edu, or CYC100B.

#### Library

The Lone Star College-CyFair Library is located in the Learning Commons (LRNC) building and contains informational resources for both college students and community members. Not only is the library an academic library, but it is also a branch of the Harris County Public Library. Librarians are professionally trained to assist you with any aspect of research during operating hours including using the library, locating and evaluating information sources, and citing information sources. The Library contains over 125,000 books, online information databases, 185 computers, free wireless internet, and many more information/research related amenities to ensure student success.

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#### **Library Resources**

You may access library services via:

- Phone: Circulation Desk 281-290-3210 and Reference Librarians 281-290-3214 or 281-290-3219
- Email: CyFairLibrary@LoneStar.edu
- Text: 832-463-0478
- Chat: LoneStar.edu/library
- Online: LoneStar.edu/library/cyfair
- myLoneStar: Log in to my.LoneStar.edu with your LSC Student ID number and password to access library services from the high school campus location, home, or any location with Internet services to search catalog, view library account, research databases, and more.

For more information on how to find locations, check library hours, borrow library materials, research a topic, discover other library services, and/or find research apps and tools, please visit, "How Do I...?" at <a href="http://www.LoneStar.edu/library/how-to.htm">http://www.LoneStar.edu/library/how-to.htm</a>. This page provides additional information to learn how to get a library card, find and request books, videos, CDs, articles and more, check your library account, access e-books and digital downloads, search databases for articles, periodicals (magazines, newspapers, and journals), cite sources, locate research guides, and various other topics.

#### **Veteran Affairs Center Services**

The Lone Star College Veterans Affairs Center located in LRNC 141 provides services to all veteran students and their family members from our five colleges including LSC-CyFair, LSC-Kingwood, LSC-Montgomery, LSC-North Harris, and LSC-Tomball, five centers, LSC-University Park, LSC-University Center at Montgomery, LSC-University Center at University Park, Lone Star Corporate College, and LSC-Online. Information is available at <a href="http://www.LoneStar.edu/veterans-affairs.htm">http://www.LoneStar.edu/veterans-affairs.htm</a>.

#### **The Empowerment Center**

Do you have questions that need answers? <u>The Empowerment Center</u> is a resource center for every student. We welcome all students to our home in CASA 121 where faculty and staff volunteers provide guidance in accessing campus resources, including the <u>Food for Thought Food Pantry</u> and the <u>Career Closet</u>.

### Syllabus Disclaimer

It is the instructor's right to modify the class schedule when necessary and cover course topics as he/she feels is necessary to meet the learning outcomes, therefore this syllabus is subject to change.

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