



MA 095 College Algebra Review

Amber Meis

FORT HAYS TECH | NORTH CENTRAL

COURSE INFORMATION

This course is a supplement to the College Algebra MA 111 class, designed to provide needed support, assistance, and additional learning opportunities to students who may benefit from it. Students can expect to review material from their MA 111 class, grasp essential concepts for their success in that course, and complete assignments that will help enhance their mathematical confidence. It is important to note that students must pass both this course and their accompanying MA 111 course to obtain the math credit, as both run concurrently.

Instructional Level: Certificate/Degree

Credits: 2

CLASS INFORMATION

Section Number: MA 095

Term: Fall Year: 2026 Start Date: 8/17/2026 End Date: 12/11/2026

INSTRUCTOR

Amber Meis

Email: ameis@fhtechnnc.edu

Office Phone: 7856236153

Office Location: Health Science Building

Office Hours: M, W- 7:30–8:00 AM, 12:00–12:45 PM; T, R–7:00–7:30 AM; 12:00-12:45 PM.; F- 7:30-8:30 AM or by appointment.

Email is the best way to communicate with me and get in contact with me for the fastest response. My email is ameis@fhtechnnc.edu. I do normally get back to students within 48 business hours.

SUPPLIES

- Instructor-Made Extension Problems
- Reflective Journal
- Scientific Calculator (preferably TI-83, 84, or 85)
- Computer with webcam and microphone capabilities

GRADING INFORMATION

Fort Hays Tech | North Central Grading Scale:

- A 100% - 90%
- B 89% - 80%
- C 79% - 70%

D 69% - 60%

F 59% and below

Instructor Grading-

Grading will be awarded on a weighted point basis.

Each category will be part of your grade:

Attendance/ Participation points added on a per-week basis

Possible Quizzes

Notes

Application/Real-World Problem Completion

Category	Percentage
Attendance/ Participation Points	35%
Weekly Assignments/ Notes	50%
Quizzes	15%
Total	100%

ACADEMIC HONESTY

Membership in the Fort Hays Tech | North Central learning community imposes upon the student a variety of commitments, obligations, and responsibilities. It is the policy of this College to impose sanctions on students who misrepresent their academic work. Appropriate classroom instructors or other designated persons will select these sanctions consistent with the seriousness of the violation and related considerations.

Examples of academic dishonesty include but are not limited to:

- Plagiarism: i.e. taking someone else's intellectual work and presenting it as one's own. Each department set standards of attribution. Faculty will include disciplinary or class-specific definitions in course syllabi.
- Cheating is unacceptable in any form. Examples include consultation of books, library materials, notes or intentional observation of another student's test on paper or a computer screen; accessing another student's answers from an exam to be given or in progress; submission of falsified data; alteration of exams or other academic exercises; and collaboration on projects where collaboration is forbidden.
- Falsification, forgery or alteration of any documents pertaining to assignments and examinations.
- The use of AI generated content from AI tools such as, but not limited to, ChatGPT, Dall-E, Co-Pilot, etc., is up to faculty discretion per course as stipulated within the course syllabus. Submitting AI generated work as your own, without attribution, will be considered academic dishonesty.
- In courses where the use of AI tools are not permitted as stipulated within the course syllabus, work submitted using AI will be considered academic dishonesty.
- Students who participate in, or assist with, cheating or plagiarism will also be in violation of this policy.

Classroom instructors and/or administrators will assess sanctions for violations of this policy. The seriousness of the violation will dictate the severity of the sanction imposed. Academic sanctions may include but are not limited to any of the following:

1. verbal or written warning
2. lowering of grade for an assignment
3. lowering of term grade

Administrative sanctions may include but are not limited to either of the following

1. Suspension from the course, program, or College
2. Dismissal from the course, program, or College

FORT HAYS TECH | NORTH CENTRAL MISSION STATEMENT

Fort Hays Tech | North Central delivers applied, innovative, and personalized education to empower learners, enrich lives, develop skilled professionals, and strengthen economic systems.

Vision Statement

Fort Hays Tech | North Central is dedicated to being a leader in workforce development by maximizing value for students, employers, and communities through educational excellence.

Core Values

Achieving EXCELLENCE with INTEGRITY through

DEDICATION

INNOVATION

COLLABORATION

COMMUNICATION

FORT HAYS TECH | NORTH CENTRAL NON-DISCRIMINATION POLICY

To provide equal employment, advancement, and learning opportunities to all individuals, employment and student admission decisions at Fort Hays Tech | North Central will be based on merit and qualifications. Fort Hays Tech | North Central does not discriminate based on any characteristic protected by law in all aspects of employment and admission in its education programs or activities. Any person having inquiries concerning Fort Hays Tech | North Central's non-discrimination policy, including the application of Equal Opportunity Employment, Titles IV, VI, VII, IX, Section 504, ADA, and impending regulations, is directed to the VP of Student and Instructional Services at (800) 658-4655, or compliance@fhtechnc.edu, or PO Box 507, 3033 Hwy 24, Beloit, KS 67420.

FORT HAYS TECH | NORTH CENTRAL TOBACCO USE POLICY

The use of tobacco products in any form and/or electronic cigarettes is prohibited in, or within ten (10) feet of any building owned, leased, or rented by the College. Kansas Law established the minimum age of 21 to sell, purchase, or possess cigarettes, electronic cigarettes, or tobacco products. Underage use or possession of any of these products is prohibited on property owned, leased, or rented by the College.

FORT HAYS TECH | NORTH CENTRAL WEAPONS POLICY

Fort Hays Tech | North Central prohibits the possession and use of firearms, explosives, and other weapons on Fort Hays Tech | North Central property, with certain limited exceptions. Please refer to the Fort Hays Tech | North Central Student Handbook for the full policy.

INCLEMENT WEATHER

College campus dismissals and cancellations will be announced using the College Alert system. Local media will also be notified.

OVERVIEW FOR STUDENTS WITH DISABILITIES

Fort Hays Tech | North Central is dedicated to providing equal access and opportunity to all campus programs and services for students with disabilities. We are committed to providing reasonable accommodations in accordance with applicable state and federal laws including, but not limited to, Section 504 and 508 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. We strive to create a safe, respectful and inclusive environment and promote awareness, knowledge, and self-advocacy.

Fort Hays Tech | North Central acknowledges that traditional methods, programs, and services are not always appropriate or sufficient to accommodate the limitations experienced by some qualified persons with disabilities. When a student's disability prevents him/her from fulfilling a course requirement through conventional procedures, consideration will be given to alternatives, **keeping in mind that academic standards must be maintained**.

Services are provided through Student Accessibility Services (SAS) staff located in the Student Success Center, on the Beloit Campus, and in Student Services, on the Hays Campus.

•Director of Learning Services may be reached at [1-785-738-9020](tel:1-785-738-9020) or by mail at [Fort Hays Tech | North Central, 3033 US Hwy 24, Beloit, KS 67420](#).

Student Responsibilities

Students requesting support services will need to register ("self-disclose" and complete Student Accessibility Services Intake and Consent Form), provide appropriate documentation (if available) including how the disability affects academic performance and suggested accommodations, and communicate with the Director of Learning Services as part of the interactive process to create an *Educational Accommodation Plan* that will notify Instructors of approved accommodations, services and/or auxiliary aids.

Students are encouraged to make timely and appropriate disclosures and requests, at least two weeks in advance of a course, program, or activity for which an accommodation is requested (or as soon as realistically possible) to allow adequate time for accommodation services to be set in place.

Accommodations, Academic Support Services, or Auxiliary Aids

Reasonable accommodations including academic support services and auxiliary aids are provided to allow students with disabilities an equal opportunity to participate in and benefit from our educational programs. Accommodations will be provided on a case-by-case basis determined by student request, documentation, intake interview, Educational Accommodation Plan team, and assessment of individual needs and course requirements.

Reasonable testing accommodations may include, but are not limited to:

- Extended testing time
- Reduced distraction testing environment
- Test reader and/or scribe
- Use of calculator

Academic support services/auxiliary aids may include, but are not limited to:

- Note-taking assistance (second set of notes, PowerPoint slides, or other visual aids provided)
- Sign Language Interpreter
- Preferential seating in the classroom
- Large print exams, handouts, signs, etc.
- Telecommunications devices
- Use of Assistive Technology

Accommodations may not fundamentally alter the nature of the program or activity, lower academic standards, present undue financial or administrative burden on the college, or pose a threat to others or public safety.

Additionally, some accommodations and services cannot be provided, such as personal devices or assistance with personal services.

Auxiliary aids may be available through a variety of sources available to individual students. The student may make a request in obtaining specialized support services from other resources such as Vocational Rehabilitation Services (VR), Recordings for the Blind, Kansas Talking Book Service, etc. For example, Vocational Rehabilitation may fund such items as transportation to the institution, tuition, textbooks, hearing aids, and other individually prescribed medical devices.

If at any time throughout the academic year, a student feels that the agreed-upon accommodations are not being followed or that alternate accommodations need to be provided, the student should notify Student Accessibility Services (SAS) staff. Fort Hays Tech | North Central is committed to student success; however, we do not require students to use accommodations. The decision of when to utilize approved accommodations or services is up to the student. Integration, self-advocacy, and individual responsibility are promoted and expected.

Grievance Procedure

Any student who believes he or she has been subjected to discrimination based on disability or has been denied access or accommodations shall have the right to invoke the Grievance Procedure.

Students are encouraged to first discuss their concerns with SAS. An attempt will be made to resolve the issue(s) causing concern by assisting the student in discussions with the person(s) involved. Most situations are positively resolved through this process. If the student does not feel the concern or complaint has been appropriately resolved, he or she should contact the [Vice President of Student and Instructional Services](#) at 1-800-658-4655 or PO Box 507, 3033 US Hwy 24, Beloit, KS 67420, where grievance procedures are filed for all students, including students with disabilities.

If the complaint is not resolved at the College level, a student may choose to file a complaint with the [Office for Civil Rights](#) at 1-816-268-0550 or the [U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106](#).

Confidentiality

All information regarding a student's disability is confidential. All documentation will remain separate from academic records and will not be released to an individual or source external to Fort Hays Tech | North Central without the student's written consent. In order to provide effective services, it may be necessary to communicate limited information on a need-to-know basis regarding disability-related needs to Fort Hays Tech | North Central faculty and/or staff.

REASONABLE SUSPICION

If reasonable suspicion of substance abuse exists regarding an employee or student based on objective criteria (including, but not limited to, behavior, appearance, demeanor, detection of the odor of alcohol or any controlled substance), the employee or student will be requested to consent to drug testing performed by Fort Hays Tech | North Central's contract vendor at the expense of the college.

- A. A college administrator (or their designee) shall drive the employee or student to the vendor's site for drug testing and shall return the employee or student to his/her residence (or arrange for transportation) following the testing.
- B. Test results shall be sent directly to the college administrator, with a copy also sent to the employee or student. All test results will be considered confidential; access to the results will be limited to institutional personnel who have a legitimate need-to-know.
- C. In the event of a positive test result, the employee or student may request a retest of the sample at the employee or student's expense. The request must be submitted within 24 hours.
- D. Positive results for any illegal drugs, or prescription drugs (either not prescribed for the employee or student, or at levels above the prescribed dosage), or blood alcohol level of 0.04 or greater shall be grounds for disciplinary action, up to and including termination or expulsion.
- E. Refusal to provide a specimen for this testing shall be treated as a positive drug test result.
- F. Test results or specimens that have been determined to be altered by the employee or student shall be grounds for disciplinary action, up to and including termination or expulsion.
- G. If the employee or student tests positive for an authorized prescription drug which may impair his/her performance or judgment, the employee or student may not be permitted to participate in college activities until he/she provides a doctor's release.

RIGHT TO MODIFY THE SYLLABUS

The instructor reserves the right to modify the syllabus during the semester. Students will be given advanced notice if a change would occur.

MUTUAL RESPECT

The mathematics classes are designed for collaboration rather than competition. That means that each member of the class supports the others in their efforts to succeed. Be sure to come to each class prepared to:

1. Listen with respect.
2. Speak with respect.
3. Contribute actively to the work of your team.

GUIDELINES FOR SUCCESS

Attendance:

Attendance is important. You will be expected to meet with the instructor for an hour twice a week. During these sessions, you will complete together the problems from your weekly extension problems assignment. These days are required for your attendance. You will have an allowance of **five** (5) days' absence for any reason. I do not need to know why you are missing class, but an email stating that you will not be here is expected. I do not “excuse” your absence; however, you will miss points for attendance and participation on the days you are absent. After the fifth absence, each absence will lower your grade by **one** (1) letter. So, if you have a C as a grade and you have six (6) absences, you will receive a D as your grade. Being late does count as well. If you are late for class **three** (3) times, that will count as **one** (1) absence. I will give you a little break here. You are granted a 5-minute buffer window to begin on time. So, if your class starts at 9:30, you have until 9:35 to be here before you are counted tardy. This aligns with an employer’s attendance policy, which it attempts to mirror. This will go by the clock on your phone or watch if your watch is the same as your phone/ computer.

Please notify me in advance if you will be absent from class by sending an email to ameis@fhtechnnc.edu. While absences are generally not excused, your notification allows me to proceed with class in a timely manner. Exceptions may be made in extenuating circumstances; therefore, if there is a significant issue affecting your attendance, I encourage you to communicate with me. Open communication is essential to ensuring I can provide appropriate support.

If you have fewer than **five** (5) absences, you will earn some bonus points for the semester for attendance. You will receive more points if you have no absences than a person with **four** (4) absences. Being in class also helps your grade because you will be here to work the problems together, and you will get your assignments finished in class and not have to do as many on your own. All of these factors help you to increase your grade in multiple ways.

You **cannot make up a quiz** if you are absent on the day of a quiz or if you are late and miss taking the quiz. *No questions asked.* Either you are in class for the quiz, or you get no credit. If you have a documented reason for not being in class, I will let you take the missed quiz; however, if you are unable to attend class and have documentation explaining why, I will allow the quiz to be made up. Sometimes a person will be late but arrive before the quiz is over, and if that happens and they can get into the quiz before it is finished, I will allow them to take it.

A big part of your grade is attendance/participation. Those who attend class on time and complete their assignments will receive the full points for attendance and participation. When a student is absent, they receive no points for that day. If they arrive late, they receive partial (half) points for that day. If a student does not work on, or does little work on, their assignments during class, their participation points will be reduced. The purpose of this class is to get the attention and help that you, as students, need to be successful in the class. That is going to require you to complete the assignments with the instructor, ask questions, and do the work that is being asked of you. Students who are doing other non-math-related things during this time will also have their points deducted for the day. While the instructor is doing the problems with you, the expectation is that you are completing the problems with her, have your calculator out, and are actively engaged in the process. For the best results, you should write down the material that the instructor

is presenting to you so that you have the correct steps to complete the problems. These problems can be used on your exams and will greatly help you out during the course of this class.

Assignment Policy:

You will have **four** weekly requirements for this class. 1.) Watch the video and take notes **before** coming to class on the first day of the week. This video is intended to provide you with essential information about the topic we will discuss in the chapter we will cover next week. 2.) Use the notes to take a quiz when arriving in class on the first day of class during the week. 3.) Complete extension problems that are provided by the instructor during class periods. It is intended to complete those extension problems during the two times you meet with the instructor, but if that does not occur, you are expected to have them completed by the time they are due to be turned in. These problems will be a little more difficult than you will see on your exams, but completing them will help you become prepared for the exams, as they are real-world problems or what you may see in your daily lives in the grocery store, your program of study, or just life in general. 4.) Complete a reflective journal each week outlining your experience in the class, your math history, or even your future. You should be taking around 30 minutes per week to write this reflection, and it should be around a page of writing that you are completing per topic. This will help you build your confidence, identify past struggles, and reflect on ways to overcome those obstacles.

The things I collect as grades in this class are your quizzes and your journal writings. Your extension problems will be due in your additional class. I will collect those journal writings on the first day of the week when we meet. You will be asked to submit them to me that day, and I will open up a link for you to get those to me.

I generally do not accept late work because if you turn something in late, you are behind in the next week of material. If you are not in class on the day I collect assignment grades or do not have your assignment that day, you receive a zero for that assignment. [The only exception to this is if you have documentation as to why you are absent from class.] Please make sure that you always have your lessons with you. *I will only take the assignments on the first day of the week when we have class. If you have class on Tuesday and Thursday, then the only day I will take assignments is on Tuesday.* There will never be another day when I will collect papers from you. The only time this might change is if I ask that you bring your assignment the next day because I did not get a chance to collect it.

Each week, for each chapter, you will take a quiz. This quiz will be on the Team Wayground platform. It may be helpful for you to download that app onto your phone or computer. I have found that it is much easier for students to take the quiz on their phones, but if you prefer to take it on your computer, that is fine. There will be at least five knowledge-based questions for each examination. This quiz will involve no computation. You will be allowed and encouraged to use your completed notes on your quiz.

Cell Phone/ Computer/ Technology Usage:

While you will be using your computer to join our class, I ask that you use it only for that. Please stay engaged in what we are working on, not on other things you can access, like gaming, surfing the net, or talking to others on apps. You should bring both to class. Please use all the materials you can to be successful.

Please use your webcam so that you are on camera the entire time that we are having class. This will be rather important so that we can interact with each other. Also, make sure you have a working microphone so you can answer questions when I direct them to you.

You will need a calculator in this class. The Texas Instruments ones are encouraged, especially TI-83, 84, or 85. These may cost you some money, so please keep your receipt for tax purposes, as this is an educational expense; you can deduct this cost on your taxes and recoup some of that expense.

Your main purpose for coming to class will be to ensure that your homework is completed during the week, to get the added assistance and support that you need, and to learn the processes that you need to take to get the problems completed successfully. It has been my experience that students in accompanying review sections of their math classes actually do better than students who do not have the review component added to their schedule.

If you have problems with technology, please contact Janet Moeller at jmoeller@fhtechn.edu to see if she can assist you.

Important:

It is understandable that some students may find mathematics challenging or may feel apprehensive at the beginning of the course. I encourage you to reach out to me with any questions or concerns, and to collaborate with your classmates for mutual support. Fostering a respectful and helpful classroom environment will benefit everyone, as each individual brings unique strengths to the learning experience.

Get your classmates' contact information so you can assist each other if needed. The homework assignments are primarily for practice, so doing the problems alone is less vital than learning the concepts. It is most vital that you learn the material so that you can perform the concepts alone on the exam. Please complete your studies in this manner. I would like to caution you, however. As I mentioned, you can work together and help each other out, which does not mean copying someone's answers. Please refrain from doing that, as it is academic dishonesty. Instead, learn the process for completing the problems correctly with the assistance of each other. You will need to master the concepts so you do well on the exams.

If you need a tutor, DO NOT WAIT. Talk with me. Tutoring is available at FHSU for Tiger Experience students.

There is also Brainfuse tutoring that is linked at the bottom of your general information in Blackboard. This is good for 24/7 tutoring, so if you need it, use it.

Schedule

Week	Chapter(s)	Assignments
Week 1	PreChapter	Getting to know you Journal 1 Pre-test on Algebra Concepts
Week 2	Chapter 1 Part 1	Turn in Journal 1, Write Journal 2 Extension Problems Chapter 1
Week 3	Chapter 1 Part 2	Turn in Journal 2, Write Journal 3 Extension Problems Chapter 1
Week 4	Chapter 2 Part 1	Turn in Journal 3, Write Journal 4 Extension Problems Chapter 2
Week 5	Chapter 2 Part 2	Turn in Journal 4, Write Journal 5

		Extension Problems Chapter 2
Week 6	Test 1	Turn in Journal 5, Write Journal 6 Review for Test 1
Week 7	Chapter 3 Part 1	Turn in Journal 6, Write Journal 7 Extension Problems Chapter 3
Week 8	Chapter 3 Part 2	Turn in Journal 7, Write Journal 8 Extension Problems Chapter 3
Week 9	Chapter 4	Turn in Journal 8, Write Journal 9 Extension Problems Chapter 4
Week 10	Test 2	Turn in Journal 9, Write Journal 10 Review for Test 2
Week 11	Chapter 5 Part 1	Turn in Journal 10, Write Journal 11 Extension Problems Chapter 5
Week 12	Chapter 5 Part 2	Turn in Journal 11, Write Journal 12 Extension Problems Chapter 5
Week 13	Chapter 6/7	Turn in Journal 12, Write Journal 13 Extension Problems Chapter 6
Week 14	Test 3	Turn in Journal 13, Write Journal 14 Review for Test 3
Week 15	Final Exam	Turn in Journal 14, Write Journal 15 Final Review
Week 16	(Break week)	

Instructor reserves the right to change/ manipulate the schedule as necessary. Students will be given notice and time to accommodate if this happens.