Math 021/022: Introduction to Algebra

Fall 2026

Instructor: Edric Chavez
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4 Credit Hours

COURSE DESCRIPTION 021

Sect.	CRN	Class Time	Days	Location	MML Course Code
503	62364	6:00pm–7:40:pm	M/W	Zoom/UNM Workforce	
523	62367				

Course Description 022

Sect.	CRN	Class Time	Days	Location	MML Course Code
513	62365	6:00pm–7:40pm	M/W	Zoom Online/UNM Workforce	
533	62370				

Math 100 is a pre-college mathematics course. Topics covered include a short review of arithmetic with real numbers, linear equations, polynomials, factoring, formulas, graphing, and application problems. *(4 Credit Hours).*

ZOOM ROOM INFORMATION: MON & WED 6:00PM – 7:40PM.

Join Zoom Meeting: https://unm.zoom.us/j/94967424286

Online Office Hours via Zoom: MON & WED 4:00PM - 5:00PM

Join Zoom Meeting: https://unm.zoom.us/j/94967424286

Remind: Send a text to 81010: Text This message: @948eg8

All announcements will be sent via Remind throughout the semester. Homework is also turned in through Remind.

Student Learning Outcomes/Course Objectives

Math 100, 021/022 Student Learning Outcomes

This course will explore linear equations, geometry, operations of integers, rational numbers, polynomials, and factoring.

Upon successful completion of the course, students will be able to:

1. Add, subtract, multiply, and divide positive and negative numbers, including integers, fractions, and decimals.
2. Use the correct order of operations when simplifying a numerical expression.
3. Solve linear equations in one variable.
4. Solve word problems involving linear equations in one variable.
5. Graph simple linear equations.
6. Calculate the slope of a line between two points.
7. Find the equation of a line from pairs of points or a point and a slope.

8. Simplify expressions with integer exponents.
9. Add, subtract, multiply, and divide polynomials.
10. Factor lower-order polynomials.
11. Simplify expressions using properties of exponents.
12. Rewrite line equations in different forms (slope-intercept, point-slope, standard).
13. Factor some types of polynomials.
14. Solve for a single variable in a proportion.
15. Solve for a single variable in a linear equation.
16. Solve for a specified variable in a formula.
17. Determine equations for lines in the three forms – standard, slope-intercept, and point-slope.
18. Sketch the graphs of linear functions.
19. Interpret slope in relation to variable coefficients and as a rate of change.
20. Analyze solutions to application problems and give them contextual meaning.
21. Perform unit conversions in U.S. Standard and Metric systems of measurement.
22. Solve problems including percent and interest.
23. Perform calculations in geometry including perimeter, area, volume, surface area, and circumference.
24. Simplify some radical expressions involving square roots.

Prerequisites and Co-requisites

- Prerequisites/placement: M*inimum Next-Gen ACCUPLACER Arithmetic score of 244 or Math ACT score of 15 or based on high school transcript review (GPA 2.3+).*
- *Co-requisite: MATH 1996: Critical Thinking for Math.*
- While MATH 100 provides credit toward establishing a full-time load for financial aid purposes, this course does NOT satisfy UNM general education core course requirements.

TECHNICAL SKILLS

To participate and succeed in this class, you will need to be able to perform the following basic technical tasks:

- Use UNM Learn (help documentation located in the "How to Use Learn" link on the left course menu and at Online Student Documentation[1]). Also, UNM-Valencia provides a Blackboard Learn Jumpstart self-learning module to give you practice with the most commonly used tools in UNM Learn. Ask your instructor if you do not see the UNM-Valencia Blackboard Learn Jumpstart in your list of classes in UNM Learn.
- Use email – including attaching files, opening files, downloading attachments
- Copy and paste within applications including Microsoft Office
- Open a hyperlink (click on a hyperlink to access a website or online resource)
- Use Microsoft Office applications
    - Create, download, update, save and upload MS Word documents
    - Download, annotate, save and upload PDF files
- Use the in-course web conferencing tool (Collaborate Web Conferencing software in UNM Learn) or use Zoom or another web conferencing tool
- Download and install an application or plugin – required for participating in web conferencing sessions

TECHNICAL REQUIREMENTS

Computer

- A high-speed Internet connection is highly recommended.

[1] http://online.unm.edu/help/learn/students/

- Supported browsers include Chrome, Firefox, or Safari. Preferred operating systems are Windows or Apple.
- Any computer capable of running a recently updated web browser should be sufficient to access your online course. However, bear in mind that processor speed, amount of RAM, and Internet connection speed can *significantly* affect performance. ***Some programs that use mathematics will not work well on mobile devices such as smartphones or tablets.***
- Microsoft Office products are available free for all UNM students (more information on the UNM IT Software Distribution and Downloads page[2])
- Please update your contact information in Loboweb: MyUNM Login[3]. When you log into MyUNM, Enter LoboWeb. Click on the Personal Information link to make sure your contact information is up to date.
- Laptops may be available for checkout for the Fall semester from the UNM-Valencia Library[4]. Contact the librarians for more information.

Web Conferencing

Web conferencing will be used in this course for office hours and scheduled individual meetings
For the online sessions, you will need:

- A USB headset with a microphone. Headsets are widely available at stores that sell electronics, at the UNM Bookstore or online.
- A high-speed internet connection is highly recommended for these sessions. A wireless Internet connection may be used if successfully tested for audio quality before web conferencing.
- You should also dress as you would when attending an in-person meeting, even if you do not turn on your video camera

Technical Support

- For UNM Learn Technical Support: (505) 277-0857 (24/7) or use the "Create a Tech Support Ticket" link in your course.
- For UNM-Valencia IT Support: (505)925-8911
- For UNM Web Conference Technical Help: (505) 277-0857

TEXTBOOK AND SUPPLEMENTAL MATERIALS

Required Textbooks:

Required: Appropriate MyMathLab (MML) access code (do not purchase a generic code, in this case, the code is book specific). You may purchase the 18-week access code for a lower price, but you *cannot* upgrade to the lifetime code once you purchase the restricted one.

"Developmental Mathematics," 2nd edition, by Sullivan, Struve, Mazzarella. There will be an e-text included with your MyMathLab access purchase.

Do not purchase a MyMathLab access code that gives you fewer than 5 months of access.

[2] http://it.unm.edu/software/index.html
[3] http://my.unm.edu/home
[4] http://valencia.unm.edu/library/index.html

Recommended and Optional:
Optional: You may "upgrade" your access by purchasing a hardcopy of the book directly from Pearson for an additional cost (between $50 and $60 before tax). There will be copies of the book on reserve for use in the library (you will not be able to take the book from the library home).

Specific Course Requirements
Pearson account. If you have used any of the Pearson My Lab products before, you can use the same account you created the first time you used it. Otherwise, you can create an account when you register in MyMathLab (MML) for this class. Register by going to mymathlab.com.

COURSEWORK AND PARTICIPATION

Instructor Response Time
I routinely check the course and my emails, Monday (8 am) – Friday (noon), and sometimes on the weekend. You can anticipate a 24 to 48-hour response from me, Monday – Thursday. I will try and respond to all weekend (Friday afternoon to Sunday) emails and postings by noon on Monday or earlier

Procedures for Completing Coursework

- Weekly assignments must be completed not later than the due date for full credit. You must notify your instructor if you wish to work on an assignment that is past due. A 30% penalty may be incurred for late pending on circumstances.
- All written work needs to be submitted online. If you have difficulty using a tool to complete work, notify your instructor immediately and/or use the "Create a Tech Support Ticket" link in the Course Menu.
- Homework is assigned nearly every week based on the 13 units in the course outline. Weekly assignments in MML must be completed not later than beginning of class of the next week for full credit. **Each homework assignment is worth 10 points**. A 10% penalty may be incurred if your homework is late. You will not be able to go back to improve your grade after the due date. The online homework is worth 15% of your overall course grade.
- **Each unit will have a separate written homework due when the online homework is due.** These written assignments must be completed not later than beginning of class of the next week for full credit. **Each homework assignment is worth 20 points**. The written homework is worth 20% of your overall course grade.
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Expectations for Participation

- Plan to spend a minimum of 9 to 12 hours per week for this class. There is no guarantee you will pass if you dedicate this amount of time, you still need to learn the material and use your time wisely, but those who pass generally are the ones who spend the time needed to do the work to learn the material.
- students are expected to learn how to navigate in Learn
- students are expected to utilize Zoom
- students are expected to keep abreast of course announcements
- students are expected to use their UNM email as opposed to a personal email address and are expected to check their UNM email regularly
- students are expected to keep the instructor informed of class-related problems or problems that may prevent the student from full participation
- students are expected to address technical problems immediately
- students are expected to always observe course netiquette

Netiquette
One of the overriding principles in online conversations is to "craft your responses effectively." It is sometimes difficult to remember that real people are reading posted messages. It is especially true of online communication where others do not have the opportunity to see body language or hear the tone of voice; therefore, misunderstandings are more likely.

Please, follow these guidelines in ***all*** your online responses and discussion postings.

- Honor everyone's right to an opinion.
- Respect the right of each person to disagree with others.
- Respond honestly but thoughtfully and respectfully; use language that others will not consider foul or abusive. You may also use emoticons to convey a lighter tone.
- Respect your privacy and the privacy of others by not revealing information that you deem private and which you feel might embarrass you or others
- Be prepared to clarify statements that might be misunderstood or misinterpreted by others.

A Special Note about Anger

- Do not send messages that you have written when you are angry, even anonymous ones. In the online world, angry messages are known as "flaming" and are considered bad behavior. Venting and flaming are two different things. It is possible to vent without becoming "ugly." Stick to the facts of what is causing you frustration.
- Do not send messages written in the upper case; this is the visual equivalent of SHOUTING. It is considered aggressive and is regarded as bad behavior. If you ever feel like shouting a message, take a deep breath, and wait until you have calmed down before responding. Then, respond calmly and factually.

How to complete your work for this class: Below is how you will progress through the material:

Attendance/Lecture: (10% or overall grade)

- You are expected to attend the weekly zoom lectures. You will receive 15 points towards your attendance grade for each day.
- The expectation in this class is that you will have your video on. If you have a compelling reason for wanting to keep your video off, please let me know privately. Also, you should dress for class as if you were attending in person.
- You are expected to participate each week in learning the material covered
- 021 and 022 students are required to get out of class tutoring 3 times during the semester.

Here are the reasons you may be dropped from the class:

- If you miss the first week of the semester
- If you do not attend the zoom lectures and/or never log into UNM Learn or communicate with the instructor.
- If you are not registered in MML and completing assignments by the end of the first week. You will be dropped if you do not complete, sign, and turn in the **course contract** found in the **Start Here** Module by the due date.
- If you fall behind deadlines by more than two weeks.

If you added late, documentation of absences starts the day you registered for the class.

Do not depend on me to drop you if you decide not to take the class. You are responsible for withdrawing if you decide not to complete the course.

MyMathLab Homework (10% of your overall grade): Online homework is assigned nearly every week based on the course outline. Weekly assignments in MyMathLab must be completed not later than the indicated date in MML.

Written Homework: (**15% of your overall grade**)**:** Each unit will have a separate written homework and must be completed no later than the beginning of class as indicated on the outline. The purpose of the written homework is to determine if you are understanding the concepts correctly. Illegible homework will not be graded.

Tasks: (15% of overall grade) This course requires the completion of several tasks throughout the semester. You can work with each other on these projects, but you must submit YOUR work. The projects are worth 20% of your overall course grade.

Quizzes: (20% of overall grade) There are 6 quizzes that will be taken after every 2 units. You may use a 3x5 card for reference. All work must be submitted for credit. The quizzes are worth 20% of your overall course grade. All Quizzes must be scheduled and taken in class.

Final Exam: (**30% of your overall course grade**)**:** The final is a departamental exam that will test you overall, or nearly all, of the learning objectives for this course. You will be given a formula sheet for the final and you can use a calculator. You are allowed to take the final ***only once***. Final exam must be scheduled in class.

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NOTES TO STUDENTS ABOUT PARTICIPATION IN A COURSE USING UNM LEARN:

Tracking Course Activity
UNM Learn automatically records all students' activities, including your first and last access to the course, the pages you have accessed, the number of discussion messages you have read and sent, web conferencing, discussion text, and posted discussion topics. This data can be accessed by the instructor to evaluate class participation and to identify students having difficulty

Submitting Assignments
All written work is to be submitted as an attachment through Blackboard Learn. When you submit an assignment via UNM Learn, you will receive an email receipt of your submission from *do-not-reply@learn.unm.edu*. Save this email as confirmation of your submission.

GRADING PROCEDURES
COURSE AVERAGES:

Attendance/Lecture	10%
MyMathLab Homework	10%
Written Homework	15%
Tasks (9)	15%
Quizzes	20%

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Cumulative Final Exam*	30%
Total	**100%**

***You must score at least a 70% on the final exam *and* have a course average of 70% or better to earn a passing grade in the course.**

****All Course work needs to be completed by December 1st 2026. All Exams needs to be scheduled by December 8th, 2026.**

Letter Grade	Final Exam score AND Course Weighted Average
RA	70% or better **AND** 90% or better
RB	70% or better **AND** 80% to 89%
RC	70% or better **AND** 70% to 79%
RCR	70% or better **AND** 70% or better
RNC	Any AND 69% or less

UNM POLICIES

Equal Opportunity and Non-Discrimination
To meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees" by the Department of Education[5] (see pg. 15). This designation requires that any report of gender discrimination, which includes sexual harassment, sexual misconduct, and sexual violence made to a faculty member, TA, or GA, must be reported to the Title IX Coordinator at the Office of Equal Opportunity[6].
Read more about UNM policy regarding sexual misconduct[7].

Copyright Issues
All materials in this course fall under copyright laws and should not be downloaded, distributed, or used by students for any purpose outside this course.

The UNM Copyright Guide[8] has additional helpful information on this topic.

Accessibility and Accommodations
Accommodations: UNM is committed to providing equitable access to learning opportunities for students with documented disabilities. As your instructor, it is my objective to facilitate an inclusive classroom setting, in which students have ful l access and opportunity to participate. To engage in a confidential conversation about the process for requesting reasonable accommodations for this class and/or program, please contact Accessibility Resource Center at arcsrvs@unm.edu or 505 - 277-3506

UAP 2720 and 2740. Our classroom and university should foster mutual respect, kindness, and support. If

[5] https://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf
[6] http://oeo.unm.edu/
[7] https://policy.unm.edu/university-policies/2000/2740.html
[8] https://copyright.unm.edu/
Last update: 08/15/26

you have concerns about discrimination, harassment, or violence, please seek support and report incidents.

Find confidential services at LoboRESPECT Advocacy Center, the Women's Resource Center, and the Arcoiris Center. UNM prohibits discrimination on the basis of sex (including gender, sex stereotyping, gender expression, and gender identity). All instructors are "responsible employees" who must communicate reports of sexual harassment, sexual misconduct and sexual violence to Compliance, Ethics and Equal Opportunity. For more

nformation, please see UAP 2720 and UAP 2740

Credit-hour statement: This is a three-credit-hour course. Class meets for three 50-minute sessions/two 75-minute sessions of direct instruction for fifteen weeks during the Fall 2025 semester. Please plan for a minimum of six hours of out -of-class work (or homework, study, assignment completion, and class preparation) each week. OR

Credit-hour statement: This is a two-credit-hour course delivered in an entirely asynchronous online modality over 8 weeks during the Fall 2028 semester. Please plan for a minimum of 18 hours per week to learn course materials and complete assignments.

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Accessibility Statements
Blackboard's Accessibility statement[9]
Microsoft's Accessibility statement[10]
Include links to accessibility statements for all other technologies included in the course.

Academic Integrity, Plagiarism, and Not Doing Your Own Work
UNM has specific policies concerning academic dishonesty: https://policy.unm.edu/regents-policies/section-4/4-8.html

> Section 4.8: Academic Dishonesty :: University Policy | The University of New Mexico
>
> Adopted Date: 09-12-1996 Amended: 06-12-2012. Applicability. This policy applies to all students at the University with regard to academic activities and professional activities related to academic work.
>
> policy.unm.edu

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What Constitutes Cheating*:* Cheating is any behavior that short circuits *your* learning. This can range from mindlessly mimicking what you see in the readings or examples, to simply copying someone else's solution, to paying someone to complete the assignment or course for you. The use of any program or app like Chegg, Wolfram Alpha, PhotoMath and others on your computer or phone to copy down solutions for homework, quiz, or exam questions constitutes plagiarism and cheating. If

[9] https://www.blackboard.com/blackboard-accessibility-commitment
[10] https://www.microsoft.com/en-us/accessibility/

you ask for help from someone other than the instructor or a tutor and then just copy down what they tell you, that is also cheating. In all your assignments you should demonstrate what you understand. If you do not understand, ask for help from your instructor!

UNM Policies: This course falls under all UNM policies for the last day to drop courses, etc. Please see or the UNM Course Catalog for information on UNM services and policies. Please see the UNM academic calendar for course dates, the last day to drop courses without penalty, and financial disenroll dates.

Title IX Statement: The University of New Mexico and its faculty are committed to supporting our students and providing an environment that is free of bias, discrimination, and harassment. The University's programs and activities, including the classroom, should always provide a space of mutual respect, kindness, and support without fear of harassment, violence, or discrimination. Discrimination on the basis of sex includes discrimination on the basis of assigned sex at birth, sex characteristics, pregnancy and pregnancy related conditions, sexual orientation and gender identity. If you have encountered any form of discrimination on the basis of sex, including sexual harassment, sexual assault, stalking, domestic or dating violence, we encourage you to report this to the University. You can access the confidential resources available on campus at the LoboRESPECT Advocacy Center (https://loborespect.unm.edu), the Women's Resource Center (https://women.unm.edu), and the LGBTQ Resource Center (https://lgbtqrc.unm.edu). If you speak with an instructor (including a TA or a GA) regarding an incident connected to discrimination on the basis of sex, they must notify UNM's Title IX Coordinator that you shared an experience relating to Title IX, even if you ask the instructor not to disclose it. The Title IX Coordinator is available to assist you in understanding your options and in connecting you with all possible resources on and off campus. For more information on the campus policy regarding sexual misconduct and reporting, please see https://policy.unm.edu/university-policies/2000/2740.html and CEEO's website.

If you are pregnant or experiencing a pregnancy-related condition, you may contact UNM's Office of Compliance, Ethics, and Equal Opportunity at ceeo@unm.edu. The CEEO staff will provide you with access to available resources and supportive measures and assist you in understanding your rights. Pregnancy and Parenting Support information is available here.

UNM RESOURCES

- **UNM Valencia Campus Tutoring Services**[11]
- **UNM Main Campus CAPS Tutoring Services**[12]
- **UNM-Valencia Library**[13]

[11] http://valencia.unm.edu/campus-resources/the-learning-center/learning-center.html
[12] http://caps.unm.edu/services/online-tutoring/olc.php
[13] http://valencia.unm.edu/library/index.html
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- **UNM Libraries**[14]
- **"Life" Resources available to UNM-Valencia Students**[15]
- **Student Health & Counseling (SHAC) Online Services**[16]

FOR MILITARY-CONNECTED STUDENTS

There are resources on campus designed to help you succeed. You can approach any faculty or staff for help with any issues you may encounter. Many faculty and staff have completed the GREEN ZONE training to learn about the unique challenges facing military-connected students. If you feel that you need help beyond what faculty and/or staff can give you, please reach out to the Veterans Resource Center on the main campus at 505-277-3181, or by email at vrc@unm.edu. The Veterans Coordinator at UNM-Valencia is in the Student Services Office, at 505-925-8560.

[14] https://library.unm.edu/
[15] http://valencia.unm.edu/students/student-resources.html
[16] https://shac.unm.edu/