MATH&146/046: INTRODUCTION TO STATISTICS WITH COREQUISITE (8 CREDITS): #19828/19829
Spring 2026: Monday, April 6th to Friday, June 18th, in-person

Quick information

Instructor	Professor Alissa Berger, **aberger@tacomacc.edu** Or, message on WAMAP. *Note: We will not regularly use Canvas.*
Dedicated Tutor (DT)	Kelcey Thach, **kthach@tacomacc.edu,** at SEM-TC (Building 19 - Room 22) for Building 19 - Room 6, Tuesday through Thursday, 11:30 AM - 12:50 PM (#19829) Drop-in: Thursdays from 1:00 to 2:00 PM in SEMTC (19-22)
Class website	WAMAP- www.wamap.org
Lecture	Building 8 - Room 2, Monday through Friday, 9:30 AM - 10:50 AM (#19828) Building 19 - Room 6, Monday through Friday, 11:30 AM - 12:50 PM (#19829)
Final Exam	(#19828) Tuesday, June 16th at 9:30 - 11:30 AM, Building 8 - Room 2 (#19829) Monday, June 15th at 11:30 - 1:30 PM, Building 19 - Room 6
Office hours	Monday through Friday, 1:30 to 2:30 PM at FRC (Building 18, Room 202) For other options, we will make them by appointment.
Response time	I usually respond within 24-hours during the week. On weekends, there will be a delay until business hours restart. Please plan accordingly.
Free tutoring	● SEMTC ● Math and Advising Resource Center (MARC) ● Business Education Center (BEC) ● eTutor: free online tutoring service

MATH 46

This co-requisite class is attached to a MATH& 146 course for students who are seeking to strengthen their skill base with pre-requisite topics. Topics to be covered are those pre-requisite skills necessary to learn the content of MATH& 146 such as integers, rounding, the relationship between percentages, decimals and fractions, order of operations, solving one- and two-step equations, inequalities, exponents, graphing coordinate points and functions, square roots, scientific notation, interval notation, and skills for academic success.

MATH& 146

Welcome to Statistics! This introductory course provides a foundation in the fundamental principles and methods of probability, descriptive statistics, and inferential statistics. Students will learn to collect, organize, analyze, and interpret data using graphical and numerical techniques, covering key topics such as probability, random variables, sampling distributions, confidence intervals, and hypothesis testing. The course emphasizes developing statistical literacy and critical thinking for how to solve real-world problems across various disciplines.

An introduction to the basic principles of probability, descriptive statistics, and inferential statistics. Topics include properties of probability, graphical, and tabular summaries of data, measures of central tendency and variability, probability distributions, confidence intervals, hypothesis testing, and linear regression.

Prerequisite: *Completion of the Directed Self Placement tool; or appropriate placement. Running Start students must place based on Running Start policies.*

Learning Outcomes

Tacoma Community College has identified six college-wide student learning outcomes that form the foundation of our educational emphasis: 1) communication (COM), 2) critical thinking & problem-solving (CRT), 3) responsibility & ethics (RSP), 4) information & information technology (IIT), 5) living & working cooperatively (LWC), and 6) core of knowledge (COK).

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

MATH 46

1. Create and interpret a graph given an equation or data points.
2. Round whole numbers and decimal numbers.
3. Convert between scientific and standard notation.
4. Interpret the meaning of integer exponents.
5. Simplify expressions using order of operations.
6. Solve basic one- and two-step equations.
7. Convert between and compare decimal, percentage, and fractional numbers.
8. Arrange numbers in ascending order.
9. Simplify square roots.
10. Construct and interpret inequalities and interval notation.
11. Employ strategies such as growth mindset and study skills to promote academic success.

MATH& 146

1. Outline the general principles of probability and statistics and list a number of common applications of both. (CRT)
2. Define and use the properties of events, intersections, complements, unions, and conditional probability and determine the probability of events. (CRT)
3. Distinguish between descriptive and inferential statistics. (CRT, IIT)
4. Describe and apply various techniques used to describe data, such as box plots, bar graphs, frequency tables, histograms, and contingency tables including clear and appropriate labels. (CRT)
5. Describe and apply the common measures of central tendency (mean and median), and demonstrate the ability to calculate each from a data set. (CRT)
6. Describe and apply common methods of measuring variability such as range, percentiles, variance, and standard deviation, and demonstrate the ability to calculate each from a data set. (CRT)
7. Explain the Normal probability distribution and the Central Limit Theorem including the significance of sample size, and compute probabilities associated with normally distributed samples and statistics. (CRT)
8. Select and perform common statistical tests including one- and two-tailed tests for population means and proportions in a variety of applications. (CRT, IIT)
9. Select and determine confidence intervals for population means and proportions in a variety of applications. (CRT, IIT)
10. Define and apply linear regression and correlation and discuss their applications. (CRT)
11. Create, formulate and evaluate written reports of probabilistic and statistical information. (COM, IIT)
12. Use technology such as a computer spreadsheet or graphical calculator to perform statistical calculations. (IIT)

Materials Needed:
You may choose to work digitally or on paper. If you choose to work on paper, a binder, folder, or spiral is recommended to contain all your notes. Paper and pencil/pen will be required for some assignments.

- ☐ **Textbook**: There are 2 textbooks for this course. Both texts are free, online, and embedded in the class. You can also get an optional printed copy of this at TCC's bookstore for around $25 and $13.
  - ☐ *Statistics Using Technology, Tacoma Community College 4th Edition*, written by Kathryn Kozak
  - ☐ *Corequisite for Introduction to Statistics*
- ☐ **Calculator:** This course requires the use of a graphing calculator with advanced statistical functionality. The TI84+ Silver Edition graphing calculator is recommended; however, the TI-83, TI83+, and TI84+ graphing calculators are also acceptable. These calculators have built in statistical functions that are needed for the course that are not built into the other TI calculators. *Please note: You will need a physical calculator for any in-class assessments.*
  - ☐ Calculators are available to rent on a quarterly basis from the SEM Tutoring Center in building 19, room 22 (253.566.5145) FREE OF CHARGE starting Winter 2026. *Note: Charges will be applied if calculators are returned late or not returned at all.*
    - **Fill out the online calculator rental form** found by following the link: https://forms.office.com/r/xRTWu0UNqM
      - The online form will open December 19th and continue to process forms until we have rented out all the calculators (we have around 250 calculators).
      - Note: We will not start processing forms until the day before the quarter starts and calculators cannot be picked up until the first day of the quarter.
    - **Bring a picture ID to pick up your calculator**
    - **Stop by the SEMTC to check out a calculator starting January 5th at 9 AM.**
      - *Note: Calculators are first come, first serve until they run out.*
  - ☐ If you are not able to rent or acquire a graphing calculator at this time, you can download a digital version of the calculator from the Texas Instrument website here.
- ☐ **Computer Access:** You will need access to a computer with internet that you check on a regular (daily) basis. There are computer labs on TCC's campus with varying hours. Or, you may borrow a laptop from the library for the remainder of the term.
  - ☐ Reserve a computer in the **Information Commons** (Bldg. 16).
    It is usually open Monday – Thursday from 8:00 AM to 8:00 PM with varying hours on Friday and Saturday. It is closed on Sundays.
    Email support@tacomacc.edu or call 253-566-5176
  - ☐ Reserve a computer or laptop at the **TCC's Library** (Bldg. 7). Laptops may be checked out for the entire term, but they are not always available.
    It is usually open from Monday – Thursday from 7:30 AM to 7:00 PM. Hours vary on Friday and Saturday, and the building is closed on Sunday.
    Email library@tacomacc.edu or call 253-566-5087
  - ☐ Reserve a computer or borrow a laptop with **TCC's eLearning**.
    Contact eLearning at support@tacomacc.edu or call 253-566-5176
  - ☐ **SEM Tutoring Center** has a large computer lab (Bldg. 19, Room 22).
  - ☐ The publicly available Wi-Fi Network is named "TITAN Public".
- ☐ **Scanner, Camera, or Smartphone:** You will need access to the technology to scan or photograph handwritten documents and upload them into the course. Once uploaded, the documents must be a manageable size and your written work must be legible. CamScanner and Microsoft Lens are free apps that can help you to do this.

Instructional methods:

- **Course readings**: Students are expected to read each chapter for the textbook before it is covered in class. From there, students will take “reading notes” that are to be handwritten from the textbook, as research shows movement improves retention of new information. These are daily assignments to be graded at the beginning of class by the instructor. These notes can provide a general idea of new concepts, and it will give students a study packet to use for each exam.
- **Lectures**: To discuss how to use the material within daily live classes.
    - **Lab**: These are
    - **Guided notes**:
- **Homework assignments**: These problems are to practice skills outside of the classroom on additional problems. The intention is to work on them until you have mastered the concepts and feel comfortable. Problems are generated immediately and graded automatically. It is recommended that students start this weekly homework assignment early for a chance to ask questions about it in class.
- **Quizzes**: Students will have a short quiz weekly at the beginning of class to assess their comprehension from the past week (or chapter) of learning. These are face-to-face assessments that will be free-response, so they will require the use of a physical calculator. You will typically have 30 minutes to complete these assessments in class.
- **Exams**: These exams are to measure students’ knowledge partway and at the end of the course. These are face-to-face, in-person, 2-hour long examinations that will be partially multiple-choice and part free-response. All of these exams will be comprehensive and require the use of a physical calculator. You will have the option to use a handwritten 4x6 notecard (or half sheet of paper) for help.

Typical Deadlines

Monday	Tuesday	Wednesday	Thursday	Friday
● Quiz ● Reading due ● Lecture	● Reading due ● Lecture	● Reading due ● Lecture	● Reading due ● Lecture	● Reading due ● Lecture ● Homework due

Grading Standards:

Your course grade will be calculated based on points earned in the following categories. The weight for each category is shown in parentheses. **(80 days, 12 weeks, 57 business days)**

- **20% Course readings**: These are daily assignments. **(57 assignments)**
- **25% Homework assignments**: These are weekly practice assignments online, on Wamap. These are automatically graded, immediately. **(11)**
- **20% Quizzes**: These are weekly assessments conducted in class, in-person. These are manually graded by the professor. **(11)**
- **20% Mid-term exam**: There are 2 in-person, face-to-face exams on campus, about 2 hours long. **(2)**
- **15% Final exam**: This is a single in-person, face-to-face exam on campus, about 2 hours long. **(1)**

Policy on Late Assignments

There are about 70 different assignments throughout the quarter. After the first week of class, each student will be issued 30 late passes in WAMAP. Each pass gives a 48-hour extension from the due date and time – NOT from the time it is used. Multiple late passes can be used on the same assignment. There is no penalty for using late passes and no extra credit for not using them.

Letter Grades

Grades will be posted to Canvas as soon as assignments are graded, usually within two business days. If you think there has been an error, see me as soon as possible to have it corrected. If you need assistance accessing your Canvas account, please ask for help at the Information Commons in Building 16 or review the Canvas module in our Canvas course. Final grades will be assigned using the following scale

	B+ 87% - 89.9%	**C+** 77% - 79.9%	**D+** 67% - 69.9%	**E** 0% - 59.9%
A 93% - 100%	**B** 83% - 86.9%	**C** 73% - 76.9%	**D** 60% - 66.9%	
A– 90% - 92.9%	**B–** 80% - 82.9%	**C–** 70% - 72.9%		

TCC policy states that anyone can withdraw (designated "W" on transcripts) from a class on or before the 60th calendar day of the quarter by withdrawing through the "Current Courses" page in ctcLink. Students may also request a S/U (also called Satisfactory/Unsatisfactory) option until this day—*Note: S/U is for credit only, no grade point is given.*

For this quarter that is Thursday, March 5th.

After this date, students who do not complete the course will earn an E grade. If you have exceptional circumstances that prevent you from completing the course after 5 of 6 this date or from withdrawing, you may petition Enrollment Services for a retroactive withdrawal:

https://www.tacomacc.edu/_attachments/costs-admission/Petition-for-Policy-Exception-04012019-fillable.pdf.

Grades A, B, C, D and S are considered passing for Financial Aid purposes.

Note: An "I" grade (incomplete) will be granted only in the most extenuating of circumstances.

Dates	Ch	Topic	Details
April 6 to 8	1	Statistical basics	• Define statistics vocabulary • Sampling methods • Experimental design • Flaws within statistics
April 9 to 13	2	Graphical descriptions of data	• Graphing qualitative data • Graphing quantitative data
April 14 to 20	3	Numerical descriptions of data	• Center: mean, median, mode, … • Spread: range, variance, deviation, … • Position: z-score, quartile, percentile, …
April 27	1-3	**Midterm Exam #1**	
April 21 to May 4	4	Probability	• Empirical probability • Theoretical probability • Conditional probability
N / A	5	Discrete probability distributions (optional)	• Basics of distributions • Binomial distributions • Properties of binomial (mean, std)
May 4 to 12	6	Continuous probability distributions	• Uniform distribution *(intro, not test)* • Normal distribution's empirical rule • Probabilities with normal distribution • Assessing normality • Sampling distribution of means • Sampling distribution of proportions
May 18	1-6	**Midterm Exam #2**	
May 13 to 26	7	One-sample inference	• Hypothesis Testing • 1-sample test for the proportion • 1-sample test for the mean
May 27 to June 1	8	Estimation	• Confidence intervals • 1-sample interval for the proportion • 1-sample interval for the mean
June 1 to 8	9	Two-sample inference	• Independent samples for two proportions • Paired sample for 2 means • Independent samples for 2 means • Which analysis?
June 8 to 12	10	Regression & correlation	• Linear regression equation • Correlation coefficient
June 15 or 16	1-10	**Final Exam at same time, same room, different day**	

April 2026

Monday	Tuesday	Wednesday	Thursday	Friday
6 CR Ch1 Learning CR Ch4 Mindset CR Ch5 Texts 1.1	7 CR Ch2 Goals 1.2/1.3	8 CR Ch3 Planning 1.4	9 CR Ch9 Time CR Ch6 Decimals 2.1	10 CR Ch16 Exam Prep 2.2 **Homework 1/2 due**
13 **Quiz Ch 1/2** CR Ch17 Debrief CR Ch11 Roots CR Ch12 PEMDAS	14 3.1	15 3.2	16 3.3	17 Review **Homework 3 due**
20 **Quiz Ch 3** CR Ch13 Math/ CR Ch7 Fractions	21 4.1	22 4.2a	23 4.2b	24 Review
27 **Midterm #1 (1–3)**	28 4.3a	29 4.3b	30 **Educational Planning Day**	1 Review **Homework 4 due**

May 2026

Monday	Tuesday	Wednesday	Thursday	Friday
4 **Quiz Ch 4** CR Ch14 Expo CR Ch15 Sci. Nota. 6.1 / 6.2	5 6.3	6 6.4	7 CR Ch8 Inequalit. 6.5	8 6.6 **Homework 6 due**
11 **Quiz Ch 6 (GQ)**	12 6 Review	13 7.1	14 7.2a	15 Review
18 **Midterm #2 (1–6)**	19 7.2b	20 7.3a	21 7.3b	22 7 Review **Homework 7 due**
25 **Memorial Day**	26 Review **Quiz Ch 7**	27 8.1	28 8.2	29 8.3 **Homework 8 due**

June2026

Monday	Tuesday	Wednesday	Thursday	Friday
1 **Quiz Ch 8** 9.1	2 9.2	3 9.3	4 9.4 **Homework 9 due**	5 **Assessment Day**
8 **Quiz Ch 9** CR Ch18 Graphs	9 CR Ch19 Equations	10 10.1	11 10.2 **Homework 10 due** **Final review due**	12 **Quiz Ch 10 (GQ)** Practice final CR Ch20 Finals
15 **(#19829)** **Final at 11:30 (19–6)**	16 **(#19828)** **Final at 9:30 (8–2)**	17	18	19 **Juneteenth**

Student expectations:

To become proficient with the material, one needs to practice. Keep in mind, practice means making many mistakes. When learning, there is value in knowing both what to do and what not to do, and why some of those actions do not work. Learning will be a process of productive struggle, not perfection. Remember to replace negative self-talk with positive self-talk. Having a negative attitude is an obstacle. User positive affirmations, like “I will succeed in this course” to counteract any negative feelings.

Participation does vary. Some days, students will be asked to work on their own, a partner, a small group, or as a class through animated discussion. As needed, students are encouraged to work with a study group, tutor, or your professor. In total, for a 8-credit course, expect about 12 to 16 hours per week outside of class to complete the assigned materials, like readings, homework, and studying. This is in addition to our class time.

Be sure to check your email frequently for updates in WAMAP (or your email you registered with WAMAP). Vice versa, please contact your professor for any circumstances that will not allow you to complete your work on time. Your reasons may vary, but we all want you to find success.

Some suggestions for success:

- Bring your calculator to class every day.
- Have a notebook (either on paper or computer) reserved for math class.
- Take class notes on what is being discussed, such as on procedures or processes.
- Highlight key points, or use a color coding system for vocabulary, formulas, examples.
- Sit where you can read what is written and hear all discussion.
- Sit toward the front to avoid other visual distractions and focus on the instructor.
- Answer all of your instructor’s questions, even if it’s silently to yourself.
- Ask questions when you don’t understand.
- Make flashcards to review concepts, formulas, definitions, examples, etc.
- Seek additional practice outside of class through the textbook, reviews, old tests, etc.
- Create a study group of 3 to 5 students to compare notes and review solutions.

Find more suggestions from SEM Tutoring Center.

Instructor Expectations

As your professor, we will work to create an atmosphere that will encourage and support your mastery of course concepts. As such, objectives for which I will strive to meet include to:

- Get to know each of my students.
- Foster a safe, positive, welcoming learning environment.
- Administer fair and equitable policies and procedures to all students.
- Encourage you to track due dates and meet deadlines.
- Provide multiple attempts and methods in learning the material.
- Be flexible to each student’s diverse needs for success.
- Provide a clear schedule of activities.
- Keep constant communications open with students.
- Provide immediate, individual, specific feedback to encourage growth.
- Be available to students through office hours, email, appointments, wamap.

Academic Dishonesty

It is the official policy of Tacoma Community College that cheating, plagiarism, fabrication, and other forms of academic misconduct are grounds for disciplinary action under the Code of Students Rights and Responsibilities. The student accused of academic dishonesty may be reported to the Associate Vice President of Students Services for initiation of disciplinary proceedings which could result in disciplinary sanctions ranging from a warning to expulsion from the College. Definitions of academic dishonesty and descriptions of the hearing and appeal process are included in the Tacoma Community College Administrative Procedure for Academic Dishonesty, available in all administrative offices.

Any work that is a clear product of cheating, such as copying from a fellow student or referencing unauthorized resources, will be given a 0 (zero) score for the entire assignment. Incidents of plagiarism and cheating will result in a referral to Student Services. *See the student conduct section of your TCC Portal for more information, then, ask your instructors, Library faculty, and Writing and Tutoring Center when you have questions about plagiarism and academic honesty.*

Acceptable Behavior

As a student at Tacoma Community College, you have agreed to abide by the student code of conduct. The TCC Code of Conduct (Links to an external site.) can be found on the TCC website (http://www.tacomacc.edu/abouttcc/policies/codeofstudentconduct)

Balancing your time as a student with the rest of your life (work, family, etc.), can be very trying. I want to emphasize the importance of respecting diversity and being pro-active and responsible for yourself, your words, and your actions. My primary goal is to support you as you take responsibility for your education, so please communicate and do so with kindness. The general idea of "treat others the way you want to be treated" along with our outlined code of conduct, is something I take very seriously and will be very explicit about throughout the quarter.

Access and Accommodations

Your access in the learning environment is important to me. If you have already established disability accommodations with the Access Services office, please share your approved accommodations to me at your earliest convenience so we can discuss your needs in this course. You can request that Access Services email your Letter of Accommodation to me, or you can provide me with printed copies.

If you have a disability or health condition that may benefit from accommodations to ensure access and support success in this course—and have not yet established services, please contact Access Services at (360) 504-6357 or access@tacomacc.edu.

Access Services offers resources and coordinates reasonable accommodations for students with disabilities and/or temporary health conditions. Services are established through an interactive process that begins with an intake appointment. Access Services is located in Building 7. You can also go to the Access Services Website to access information about academic accommodations, assistive technology, and student resources.

Classroom Concerns

If you have questions or concerns about this class, please first talk to your professor. If we are unable to resolve your concerns, you may talk next with the Program Chair, Amber Mozeleski in 19-52, amozeleski@tacomacc.edu, or 253-566-3957. Ms. Mozeleski can assist with information about additional steps if needed. If you think that your final grade has been given in error, please see the final grade appeal process (https://www.tacomacc.edu/about/policies/final-course-grade-appeal-policy).

College Closure and Class Cancellation and COVID Policy

Should the TCC campus close for weather or other extenuating circumstance, you should not come to campus. Generally, the expectation is that you will turn in work the next time your classes meet. (However, you are still expected to turn in work on time for this class online!) If any face-to-face class is canceled, an email is sent if time allows, and a note is posted on the classroom door. Information about school closures, partial or total, will be available at 253-566-5000 (a recorded message will give the caller up-to-date information on closures) or on the TCC home page by 6:15 a.m. www.tacomacc.edu (a message will be placed there only if the college will be closed).

COVID-19 Guidance

TCC applied recommended health and safety protocols based on recommendations from local, state, and national public health authorities, in response to the COVID-19 pandemic. As a member of our campus community, students, faculty, and staff are expected to follow all health and safety protocols and policies. These protocols apply to everyone who physically enter the campus grounds. TCC is committed to protecting the health and safety of the campus community. By participating in this course, you agree to abide by the following ongoing safety protocols detailed in the TCC Safe Start Plan.

- Follow all health and safety signage posted on campus.
- Wear a face covering/mask while on TCC property and grounds. Masks must be worn indoors and outdoors, regardless of vaccination status. Mask stations will be located in most buildings.
- Wash your hands often and use a 60% or higher alcohol-based hand sanitizer in between hand washing as needed. Hand sanitizer will be available at building entrances.
- Monitor your health. Watch for fever, cough, shortness of breath, and/or other symptoms of COVID-19 as outlined on the CDC.
- Do not attend any on campus classes or TCC related activities/events if you develop COVID-19 symptoms, are exposed to someone who has symptoms of COVID-19, and/or tested positive for COVID-19.
- Communicate with your instructor promptly if unable to attend any in person classes/activities and/or unable to meet assignment deadlines due to illness.

Attendance Related to Covid-19 Pandemic

Do not attend your in-person class if you have COVID-19, if you are experiencing symptoms consistent with COVID-19, if you have been in close contact with others who have symptoms, if you need to care for an individual with COVID-19 or have other health concerns related to COVID-19.

Students who miss class due to the above conditions will not be penalized for their absence and will not be asked to provide formal documentation of COVID-19 illness from a healthcare provider. If you are unable to attend class, take the following steps.

- Notify your instructor in advance of the absence or inability to participate, if possible.
- Participate in class activities online/on Zoom and submit assignments electronically, to the extent possible.
- Contact your instructor if illness will require late submission or other modifications to deadlines. Students who fail to notify their instructor of illness BEFORE an assignment due date may not be granted assignment deadline accommodations, except in extenuating circumstances. For example, unexpected hospitalization (documentation may be required of extenuating circumstances).

Please contact your instructor to discuss other options if unable to attend the course for an extend period or absence due to COVID-19 illness or to care for a family member due to COVID-19 or other related circumstances.

Generative Artificial Intelligence (gAI) Policy

This course permits you to use gAI tools (chatbots, text generators, paraphrasers, summarizers, or solvers) to get guidance on reading note and homework assignments only, as long as you do so in an ethical and responsible manner. (These tools are not permitted on quizzes, the midterm, and the final exam.) Treat gAI as a tutor or supplemental instructor. It is a tool intended to support and deepen your learning engagement. If it robs you of an opportunity to think independently and learn, it is no longer serving its intended function.

This means that you must:

- Not use AI tools to replace your own thinking or analysis or to avoid engaging with the course content.
- Cite or explain any AI tools you use. Provide the name of the AI tool, the date of access, the URL of the interface, and the specific prompt or query you used to generate the output.
    - Example: Chat-GPT-3. (YYYY, Month DD of query). “Text of your query.” Generated using OpenAI. https://chat.openai.com/

You are accountable for any mistakes or errors made by the AI tool. Always check and edit the output before submitting your work. If you discover any inaccuracies or inconsistencies in the output after submission, notify the instructor immediately and correct them as soon as possible.

Using AI tools in an unethical or irresponsible manner, such as copying or paraphrasing the output without citation or transparency, using the output as your own work without verification or integration, or using the output to misrepresent your knowledge or skills, is considered a form of academic dishonesty and will result in a zero grade for the assignment and possible disciplinary action. If you have any questions about what constitutes ethical and responsible use of AI tools, please consult with the instructor **before** submitting your work.

NOTES:

· This policy applies to any and all past, current, and future gAI.

· This policy is for this class only. The guidelines for this class do not automatically apply to other classes. Please check with your other instructors to learn their specific policies around generative AI tools.

Incompletes

An 'I' grade is given at the instructor's discretion when a student has completed more than 60 percent of the quarter and has a plan to finish the remaining classwork. The student and instructor must fill out a contract form that identifies specific requirements to be completed, the time allowed for completion, and the grade to be assigned if the contract is not completed. One copy of the contract is retained by the instructor, one given to the student, and one given to the department chair or division dean. An 'I' grade will revert to 'E' if not completed within one year.

Library

TCC's Library offers access to a range of research materials including books, e-books, DVDs/CDs, and subscription databases that carry thousands of publications covering a wide range of disciplines. The faculty librarians offer research support for all students, of all levels of research experience. Library faculty (Melissa, Rebekah, Heather, Jennifer, Sherry, Christina, Chris, Becky, and yours truly) are available during all hours the Library is open. Find one at the Reference Desk or call 566-5134.

Religious Accommodations

Students who will be absent from course activities due to reasons of faith or conscience may seek reasonable accommodations so that grades are not impacted. Such requests must be made within the first two weeks of the quarter and should follow the procedures listed in the Leave for Faith & Conscience policy webpage (https://www.tacomacc.edu/about/policies/leave-for-faith-and-conscience).

SEMTC (Science, Engineering, Math Tutoring Center)

TUTORING:

Science, Engineering & Math Tutoring Center (SEMTC)

Drop-in and appointment tutoring for all SEM courses.

- Science, Engineering & Math Tutoring Center (SEMTC) (Building 19, Room 22)
  - **Hours**:
    - **Monday – Thursday**: 9:00am – 5:00pm
    - **Friday**: 9:00am – 3:00pm
  - **To make an appointment**:
    - Call 253-566-5145
    - Stop by our center

        - Contact SEMtutoring@tacomacc.edu
- SEMTC Satellite (MESA Center, building 15, room 120)
    - **Hours**:
        - **Monday & Wednesday:** 12:30pm – 7:00pm
        - **Tuesday & Thursday**: 12:00pm – 7:00pm
        - **Friday**: 12:00pm – 3:00pm
- Online SEM eTutoring: **Start here by clicking on Tutoring Support at TCC**
    - **SEM Courses supported through eTutoring**: Physics, Anatomy & Physiology, Biology, Chemistry (intro, general, and inorganic), Computer Science (Java & C++ only), Algebra (ABE Math, Math 85-95), Calculus (Math 141, Math 151 - 254), Differential Equations (Math 238), Linear Algebra (Math 220), Math in Society (Math 107), *Statistics (Math 146)*, and Trigonometry (Math 142)

Academic Assistance After Hours (Aaah)

- We now have **evening drop-in tutoring** in the **MESA** center
    - **Hours:** Monday -Thursday: 5:00pm-7:30pm
    - **Location**: Building 15 Room 120

Emergency Financial Assistance with Access Code purchases:

The **SEMTC** is using some of the Calculator Rental revenue funds to help students in need purchase their access codes.

"A temporary access code will allow you to access "(MyLab Math/ALEKS/ETC.)" for the first 1-2 weeks of the quarter. Access to this software is essential to your success in this class. If the cost to continue beyond the temporary access is a financial hardship for you, you may qualify for assistance. Please email SEMtutoring@tacomacc.edu for more information. This assistance is available to students who are eligible for Workforce, PELL Grant, WA College Grant, Free or Reduced Lunches (Running Start students only) and/or have other verifiable extenuating circumstances. There is a limit to the funds available. Priority will be given to first time requesters."

Student Resources

I recognize that TCC students experience a range of information and resource needs in their academic, professional, and personal lives. TCC's Student Resources Guide has information and resources to help you with many goals, including:

- **Food pantry**: It provides food to get you through the day and food for home (Building 17)
    - Nourish Pierce County refrigerated food truck visits TCC on Tuesdays, 4:30–6:30 PM
- **Free ORCA pass**: Provides students with a free digital ORCA bus pass to current students, good for all Pierce Transit routes.
- **Counseling**: Offers free, confidential counseling to support students' health and growth.
- **Emergency funding**: Assists with financial hardships with emergency funding sources.
- **Titan Technology**: Offers laptops, internet service, or hotspots.
- **LGBTQ+**: Explore resources for folks within TCC and the community.

Writing and Tutoring Center

TCC's Writing and Tutoring Center, located on the 2nd floor of Building 7, Rm 221, offers you one-on-one help with your writing. Tutors are available to discuss your work, help you to think about your writing process, suggest revising strategies, and discuss ways to approach an assignment. All services are free. Making an appointment is recommended. Contact the Center at 566-6032.

The information in this syllabus is subject to change.

Any changes may be made via class announcements.