Course Syllabus – Fall 2010

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Office Hours:  Mondays through Thursdays from 10:30 AM to 11:45 AM 

Code:  CRN 10363 
Credit Units:  3.0 

Class Meetings:  Monday and Wednesday, 1:30 PM-2:55 PM, room 2722 

Prerequisite:  None 

Course Philosophy:  This course is designed to give a brief review of arithmetic including fractions, decimals, percent, square root, and an introduction to algebra.

Measurable Course Objectives and Minimum Standards for Grade of “C”

1.  The student will demonstrate skills in working with whole numbers. 
2.  The student will demonstrate an understanding and comprehension of basic ideas and elementary concepts of fractional numbers. 
3.  The student will demonstrate an understanding and a working knowledge of decimal numbers. 
4.  The student will identify the importance of the concepts of ratio and proportion as they apply to everyday problems. 
5.  The student will demonstrate proficiency in problem solving when dealing with standard type applications of percent. 
6.  The student will demonstrate a broad understanding of the English and Metric systems in a wide variety of applications. 
7.  The student will be able to apply relevant formulas in application problems involving a variety of geometric figures. 
8.  The student will demonstrate their knowledge of introductory algebra essential to further studies of the subject.

INSTITUTIONAL LEARNING OUTCOMES (ISLOs):

1.  Communication Skills 
2.  Critical Thinking Skills 
3.  Personal Responsibility 
4.  Information Literacy 
5.  Global Awareness 

STUDENT LEARNING OUTCOMES (SLOs)

1.  Perform the basic operations with rational numbers. 
2.  Compute the area and perimeter of standard geometric shapes. 
3.  Perform conversions to and from fractions, decimals, and percents.
### Grading Criteria
Course must be taken on a “letter-grade” (LG) basis only.

### Grading Policy
The student’s grade will depend on the following areas:

#### Tests:
60%  
There will be 4 tests, each worth 15%. There will be no makeup exams given. Zeros will be given for all missed tests.

#### Final Exam:
30%  
A score of 0 will be given if the final is missed. The common final will be given during the last week of the semester.

#### Homework
10%  
This category includes homework, due on a weekly basis (every Monday).

#### Extra Credit
0%  
There will be no extra credit. You must learn the material to pass this course.

All grades are calculated by using the standard scale of:

- **A = 100-90%**
- **B = 89-80%**
- **C = 79-70%**
- **D = 69-60%**
- **F = 59% and below**

### Tentative Calendar (It may be subject to modification according to students’ needs)

<table>
<thead>
<tr>
<th>WEEK</th>
<th>CORE CONTENT</th>
<th>ASSIGNMENT DUE</th>
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| 1    | Day 1: Syllabus / Introduction  
Day 2: Chapter 1-Sections 1-4 | Test # 1 (Chapters 1-2-3) |
| 2    | Day 1: Chapter 1- Sections 5-9  
Day 2: Chapter 2-Sections | |
| 3    | Day 1: Chapter 2-Sections 1-3  
Day 2: Chapter 2- Sections 4-5 | |
| 4    | Day 1: Chapter 3- Sections 1-3  
Day 2: Chapter 3- Sections 4-6 | |
| 5    | Day 1: Review chapters 1-2-3  
Day 2: Test | |
| 6    | Day 1: Chapter 4- Sections 1-3  
Day 2: Chapter 4-Sections 4-6 | |
| 7    | Day 1: Chapter 5-Sections 1-2  
Day 2: Chapter 5-Sections 3-4 | |
| 8    | Day 1: Review chapters 4-5  
Day 2: Test | Test # 2 (Chapters 4-5) |
| 9    | Day 1: Chapter 6-Sections 1-4  
Day 2: Chapter 6-Sections 5-7 | |
| 10   | Day 1: Chapter 7-Sections 1-3  
Day 2: Chapter 7-Sections 4-6 | |
| 11   | Day 1: Review chapters 6-7  
Day 2: Test | Test # 3 (Chapters 6-7) |
**Chapter 9 will not be covered in Math 070**

**Class Rules and Expectations**

1. Students are expected to be actively involved in the learning process so failure is not a good choice; apply yourself, study, do not give up on the first try, attend class regularly, ask for help when needed, and always do your best!

2. Students are expected to attend class meetings regularly. After the second absence, if the student does not drop the class via Webstar, he/she will receive an “F” as final grade; so it is the student’s responsibility to drop before the deadline. You are allowed as many absences as weekly class meetings.

3. ABSENCES. What constitutes an absence? Not showing up to class during a regular class meeting, or arriving more than 20 minutes after the beginning of the class, or leaving more than 20 before the end of the class.

   a. Example: Class starts at 10:00 AM and ends at 12:00 PM. If you arrive after 10:20 AM you are absent. If you leave before 11:40 AM you are marked absent. If you leave the room for more than 20 minutes for whatever reason, you are absent.

4. TARDIES. What constitutes a tardy? Arriving within the first 20 minutes after the beginning of the class or leaving within the last 20 minutes before the end of the class (3T = 1A).

   a. Example: Class starts at 10:00 AM and ends at 12:00 PM. If you arrive between 10:01 AM and 10:20 AM you are marked tardy. If you leave between 11:41 AM and 12:00 PM you are marked tardy as well as if you “disappear” from the room for no more than 20 minutes (i.e. having lunch). If you need to use the restroom, you are expected to return within a reasonable time period.

   b. If you are late to class, please enter the room quietly, do not distract your classmates, and avoid talking to them to find out what is going on in class (it is your responsibility to arrive on time). On the second offense you will be dropped from class.

5. If a student reaches the third absence after the deadline, his/her grade will be reduced one letter grade for each subsequent absence.

   a. Example: your current grade is an “A.” On the 3rd absence you will get a final grade of “B.” On the 4th one, your grade is “C,” and on the 5th one, a “D.” Beyond that, your final grade is “F.” Exceptions include-for example- hospitalization for several days and with appropriate documentation.

6. Deadline to drop the class with a “W” is November 12, 2010. Late drops on graded classes will require that the student receive an F.
7. Class materials such as a notebook or binder with lined or quad ruled paper, pen, pencil, scientific calculator, and the textbook will be brought to every class meeting.

8. It is most important that students review the material to do well on exams. Students are encouraged to form study groups to meet regularly to keep up with assignments and to study for tests/mid-term/final exam.

9. **Homework:** The purpose of homework is to provide students with sufficient practice to master all topics and to do well on tests and the final exam. Use MathXL (all assignments are listed online as well as deadlines). It is student’s responsibility to complete them on or before the deadline regardless whether he/she is absent. Please keep in mind that after the deadline you will not be able to work on that specific assignment because the program will lock it automatically. Each assignment must be at least 90% complete to get full credit.

10. Students will not be allowed to make up a test or exam or final exam.

11. **No photocopied textbooks are allowed. No audible pagers, cell phones, and music players (iPods, MP3, etc) allowed during class time.** You will be dropped on your second offense for disturbing the class in this manner.

12. No food or drinks are allowed in the classroom.

13. No children are allowed in the classroom.

14. Absences attributed to the representation of the college at officially approved conferences and contests and attendance upon field trips will not be counted as absences (this includes sports). However, the student is responsible for notifying the instructor and for the work done in class. If your absence coincides with an exam, it is student’s responsibility to contact the instructor via e-mail or by phone before the following class meeting to make it up. Failure to do so will result in a “zero” for that particular exam.

15. **Classroom Etiquette-** In class, it is expected that you will treat your instructor and each other with respect. Do not talk when the instructor is lecturing except to ask a question of the instructor or answer a question posed to the class. Feel free to ask questions as needed and listen when someone else is asking a question because you may have the same one.

16. **Discipline:** you need to understand that this is a college class so appropriate behavior is expected at all times (i.e. not speaking out of turn, raise your hand to talk and wait until acknowledged, paying attention, avoid side comments, not answering your cell phone in class, working in assignments for another class, etc.). For this reason, no discipline problem will be tolerated.
   a. First offense: warning,
   b. Second offense: student will immediately be dropped from the class.

17. **Academic Integrity-** If a student is found cheating in a test or assignment, he/she will receive a grade of zero for the test. If cheating is repeated, he/she will receive a grade of F for the course or may be immediately dropped from the class.

18. Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP & S) office as soon as possible. DSP&S, Room 2117, Health Sciences Building, (760) 355-6312.