

Reedley College – SPRING 2011 - Course Syllabus

Math 101 HYBRID, Elementary Algebra, Section #56784

Instructor: Ms. Lina Obeid

Class Time: M/W/F: 8:00 – 8:50am & T/TH: ONLINE.

Class Location: M/W/F: CCI 206 & T/TH ONLINE

Office: FEM 1L

Office Hours: M, W & F: 10-11am; or by apt

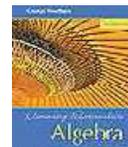
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Basic Skills Advisories: Eligibility for English 126 (A)

Subject Prerequisites: Successful completion of Math 250 or equivalent – *students should not enroll in this class if they did not fulfill these pre-requisites. Students stand to be dropped from the class if they had not fulfilled the pre-requisites before enrolling.*

Please note: this is a hybrid class meaning that it meets face to face on Monday, Wednesday, and Friday, and it requires students to do online work on Tuesdays and Thursdays. THIS IS AN ONLINE AND ONSITE COMBINATION CLASS.



Optional Text: Woodbury, G. (2009). *Elementary & Intermediate Algebra, 2nd edition*. Boston: Pearson

Required Materials:

- **This class requires students to access the coursecompass site.** *Students need to make sure they have access to the proper technology before proceeding in this class. Most labs on campus as well as the Math Center have the proper technology.*
- The purchase of Coursecompass access is mandatory for this class. It can be purchased online (cheapest). Since the online version of the book is available online with the purchase of coursecompass access, then the text is optional. If you choose to purchase the text new from the bookstore, make sure that it comes packaged with coursecompass and that it is included in the cost of the book.
- In order to access the program necessary for this course you need to have an access code. You have four options for how you purchase your textbook and/or access to the course. They are listed from cheapest to most expensive option. All those options will work equally well in this class. Getting the most expensive option is not necessarily better. Here are the options:
 - a) You may also purchase just the access code directly from the publisher at www.coursecompass.com. You will need a credit card to be able to do this. About \$75.
 - b) You may purchase just the access code from the bookstore. This means you do not have a textbook but you do have access to an e-text (digital form of the book) when you are working on the homework online. The price of the access code alone is approximately \$78.
 - c) You may purchase the book in a looseleaf binder form along with the access code from the bookstore. This price for this is approximately \$120.
 - d) You may purchase the hardbound textbook and access code directly from the publisher at www.coursecompass.com. The price for this is approximately \$170.
- Students might be asked to print some documents posted on the coursecompass site.
- **Students are expected to get a course-compass account the second day of class. STUDENTS WILL BE DROPPED IF THEY DO NOT GET A PERMANENT COURSECOMPASS ACCOUNT BY 1/24/2011 - no exceptions.**
- **In addition, students need to come to class ready with Graph paper and Graph Post-Its, non-graphing scientific calculator, 3 single- subject spiral notebooks, highlighter (yellow), paper, ruler, sharpened pencils, erasers, and a mini- stapler. The use of pens is not allowed in this class.**

Course Objectives:

As stated in the Reedley College course outline, Math 101 involves the study of operations with signed numbers, algebraic expressions, linear equations and their graphs, inequalities, exponents, radical expressions and equations, factoring, rational expressions and equations, as well as quadratic equations.

Attendance and Tardy Policy:

- Students who miss the first day of class may be dropped as a “No Show” even if they are registered for the class. Students who are trying to add this class must be present in class on time the first day of class to be considered. Even then, it depends on availability, class size, and classroom capacity.
- Roll is taken daily. Students are expected to attend every class, arrive on time, and stay for the entire class period. Students who are absent or late, or who leave early will receive a zero on the missed, incomplete, or late assignment. **Late work is not accepted.** Excuses are not accepted. Attendance is taken in class and online:
 - 1) On Monday, Wednesday, and Friday roll is taken in class. Students are expected to attend every class, arrive on time, and stay for the entire class period. Students who are absent or late, or who leave early will receive a zero on the missed, incomplete, or late assignment. **Late work is not accepted.** Excuses are not accepted.
 - 2) Since this is a hybrid class, **students are expected to check their e-mails regularly and work on www.coursecompass.com regularly.** Online assignments and videos are used to cover Tuesday and Thursday’s work. It is the student’s responsibility to watch the online videos. Students who miss the videos or the online assignments might be considered absent. Due dates will not be extended if a student misses an assignments. Online work is part of what attendance is based on. **Late work is not accepted.** Excuses will not be accepted (for example, I did not read my e-mail, my computer froze,).
- In other words, students who do not work on their online assignments on Tuesdays and Thursdays, and/or who are absent from the face to face classes on Monday, Wednesday, or Fridays could be dropped for non-attendance. The attendance policies still hold in a hybrid class.
- **Technology problems will not be accepted as excuses to get extensions, second chances, or exceptions.**
- A student who is absent or late is responsible to get him/her self updated on the missed materials. In that case, that student will need to ask a fellow student for the notes and/or the missed assignments. Students need to make sure they have a reliable student contact from class to get the missing info. Students can use the math/tutorial center available at Reedley College if they need help understanding the missed material.
- If a student arrives late, it is his/her responsibility to inform the instructor after class, so the absence can be changed to a tardy. Student will not receive credit for any missed or late homework or exam. Two tardies count as an absence.
- A student *may** be dropped without notice by the instructor after 8 absences (not necessarily consecutive class periods). Since this is a hybrid class, not doing the required online work is considered non-attendance. * **NOTE:** If a student decides to no longer attend class, it is the student’s responsibility to ensure that he/she is officially dropped by turning in a program change form in to the Admissions office. Otherwise, the student may receive an “F”.

Behavioral, Campus, and Academic Policy:

- Reedley College campus policies and academic regulations will be implemented in this class.
- By enrolling in class, the student agrees to adhere to any and all class policies and regulations; The instructor reserves the right to communicate solely and directly with the enrolled student regarding matters concerning the student or concerning the class.
- This class has an electronic device use policy: The use of electronic devices in the classroom is strictly prohibited. Electronic devices include, but are not limited to cell-phones, pagers, recording devices, CD/DVD/MP3 players. Such devices must be non-operational, turned off, silenced, and put away before entering class. Approved calculators(not cellphones), and documented/required medical devices are allowed. Headphones are not allowed.
- Cell phones are strictly prohibited in class at any time. They need to be silent, out of reach, and out of sight. Students are not allowed to place their cell phones on the desks or in plain view at any time during class, even if set to “silent” or “off”. Texting in class is prohibited. Students should not leave the classroom to use their phones in the middle of a class period. Cell phones are NOT to be used as calculators. Students using a cell phone during a test are considered to be cheating.

Plagiarism and cheating:

Reedley College rules on plagiarism will be enforced. Students cheating and students allowing others to cheat off of their assignment will receive a 0% on that assignment (whether it is a chapter exam, a final, or any other assignment). Students using a cell phone during a test regardless of the reason are considered to be cheating.

Grading Policy:

Students are graded in two major categories according to the following:

Classwork grades constitute **5%** of the student overall grade.

Homework grades constitute **25%** of the student's overall grade.

Exams grades constitute **60%** of the student's overall grade.

Final Exam grade constitute **10%** of the student's overall grade.

- **Classwork:** Classwork is work assigned and done in class. It includes in class note-taking, quizzes, pop-quizzes, participation, or any other work required to be completed while class is in session. Students must have a **single subject spiral notebook used exclusively to take notes for this class**. Students will be graded on taking notes in class. Students might be asked to print note outlines posted on coursecompass.com. Since this is a hybrid class that meets face to face on Monday, Wednesday, and Friday, it is important that students work online on Tuesdays and Thursdays. Late classwork will not be accepted for any reason. It must be turned in on time upon request. No make-ups or retakes are allowed. Student who are tardy or absent will receive a 0% for missed assignments. To allow for emergencies, the lowest classwork score will be dropped.
- **Homework:** Homework is assigned on regular basis at www.coursecompass.com. Homework is to be completed online at coursecompass.com. Homework will not be accepted late for any reason. Students must **show detailed, step-by-step work in a single subject spiral notebook used exclusively for homework for this class**. The homework notebooks will be collected and graded. Exercises must be worked out thoroughly, completely and neatly, otherwise the work will not receive full credit. Graphs need to be drawn, labeled, titled, and scaled accurately and neatly using a ruler. The two lowest homework assignment scores will be dropped to account for emergencies.
This class requires you to access the coursecompass site and the Blackboard site.
- **Chapter Exams:** 5 or 6 chapter exams will be administered throughout the semester. Chapter exams are weighted equally. No make-up exam will be given for any reason. Students who are not present will receive a score of ZERO* on that chapter exam. To account for emergencies, the final exam score, however, may be used to replace a chapter exam score. Pop-quizzes are included in this category. Students are not allowed to leave and return to an exam once started.
* **Note carefully:** In case a student has a known **unavoidable business on the exam date**, he/she will be given the chance to take the chapter exam **early (before the scheduled date/time) if and only if** the student makes the appropriate arrangements with the instructor in a timely manner. Students are not allowed to take the exam after the scheduled time for any reason.
- **The Final exam** is a comprehensive final meaning it might contain any of the material covered from the entire semester. The final is mandatory and its score will not be dropped. Students are not allowed to leave and return to an exam once started. **The final exam score may be used to replace the lowest chapter exam score or a missed chapter exam score.**
The Final will be administered on Wednesday, May 18 in CCI 206, 8am to 9:50am.

Grading formula: Student's overall grade =

$(\text{Classwork average})(0.05) + (\text{Homework average})(0.25) + (\text{Chapter exams average})(0.60) + (\text{Final exam score})(0.10)$

If students need further clarification regarding grades, they are welcome to consult the instructor.

It is the student's responsibility to do what it takes to get the desired grade.

Grading Scale:

Grade	Percent	Grade	Percent
A	= 90% - 100%	D	= 60% - 69%
B	= 80% - 89%	F	= Below 60%
C	= 70% - 79%		

Tips for Success:

- Do not expect a good grade for average, mediocre, or poor work.
- Come to class prepared and on time;
- Attend regularly;
- Turn in well thought-out assignments on time with all the work shown step-by-step;
- Put in the maximum effort daily in every aspect of your work;
- Ask the instructor and students for help;
- Attend MATH CENTER OR the tutorial center for help and tutoring; (Do not wait until you start failing to do so!!)
- Approach the instructor with questions.
- Do not wait until you are failing or you are completely lost to ask questions.
- **READ THE SECTIONS PRIOR TO ATTENDING THE LECTURE.**

► **Important Dates: SPRING 2011**

January 10 (M)	Spring 2011 instruction begins
February 11 (T)	Last day to change a spring class to/from a Pass/No-Pass grading basis
January 17 (M)	Martin Luther King, Jr. Day observed (no classes held, campus closed)
January 21 (F)	Last day to drop a full-term class for a refund for Spring 2011
January 24 (M)	Last day to get a permanent coursecompass account to prevent from being dropped.
January 28 (F)	Last day to register for a full-term class for Spring 2011
January 28 (F)	Last day to drop a fall full-term class to avoid a “W” for Spring 2011
February 18 (F)	Lincoln Day (no classes held, campus closed)
February 21 (M)	Washington Day observed (no classes held, campus closed)
March 11 (F)	Last day to drop a full-term class (letter grades assigned after this date)
April 18-22 (M-F)	Spring Recess (classes reconvene April 25)
May 16-20 (M-F)	Spring 2011 final exams week
FINAL :	Wednesday, May 18 in CCI 206, 8am to 9:50am.
May 20 (F)	End of spring semester/Commencement

► **Accommodations for students with disabilities:**

If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic test, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible. Last minute arrangements will not be tolerated.

► *Instructor reserves the right to make minor changes to the syllabus.*