

MAT201 Elementary Algebra

Syllabus – Spring 2016

Instructor: Sofia Rodriguez

Email: sofia.rodriguez@reedleycollege.edu

Phone: 310.467.3905

Office Hours: By appointment.

CLASS TIME/LOCATION:

Title	CRN	Days	Time	Location	Campus
MAT201	51162	MWF	1:00PM–2:25PM	CCI 201	Reedley

PREREQUISITES: Eligibility determined by Reedley College Placement Procedures.

COURSE DESCRIPTION: This four-hour-a-week course focuses on the fundamental operations of whole and signed numbers, fractions, mixed numbers, decimals, and their use in applied problems. Other topics include factors and multiples, ratios, proportions, introductory algebra, percents, unit conversions, and geometric measurements. All topics are taught with a pre-algebra perspective.

STUDENT LEARNING OUTCOMES: By the end of the course students will be able to:

1. Perform basic operations on rational numbers.
2. Solve percent problems and convert between decimals, fractions and percentages.
3. Simplify expressions, solve basic linear equations and solve application problems, including finding perimeter and area of composite 2d shapes.
4. Convert between and within the U.S. customary and the metric system of measurement.

TEXTBOOK: *Elementary and Intermediate Algebra 4th Edition* by George Woodbury with MyMathLab Student Access Kit. The textbook can be accessed online using the MyMathLab software and will not be required for this course.

CALCULATOR: A scientific calculator is **required** for this course. The TI-30XS MultiView is a good one. Calculators with QWERTY keyboards, or which do symbolic algebra (such as the TI-92 or TI89s), **may not** be used during class activities, quizzes or tests. You are expected to bring your calculator to each class session. Your cell phone **may not** be used as a calculator during class. Sharing of calculators during quizzes or tests is not permitted.

COMPUTER ACCESS and EMAIL: You will need regular access to a computer in order to complete online assignments. A limited number of computers are available both in library and the Math Lab (FEM 1). You will also need a valid email address that you check regularly.

GRADING: 15% MyLabsPlus Homework
10% Participation/In-class work
30% Tests
20% Quizzes
25% Common Final Exam

Grading Scale
A 90%–100%
B 80%–89%
C 70%–79%
D 60%–69%
F < 60%

Students falling below an 80% (overall grade) will be recommended to attend tutoring at the Math Study Center.

ATTENDANCE: Attendance will be taken daily. You are expected to be prepared, be on time, participate in group/class discussions, and stay the full length of class. At the beginning of class, if you are not present, you will be marked tardy. If you do not check in with me by the end of class, you will be marked absent. Furthermore, two tardies will be equivalent to one absence. Students with four or more absences will be withdrawn from the course. If you have a legitimate reason to leave class early, let me know **before** the start of class.

HOMEWORK: Online homework will be due weekly on Wednesday and Saturday through MyMathLab (MML). MML includes animations and a multimedia textbook to help if you need assistance with assigned problems. Each homework problem can be attempted as many times as you wish. The computer will record your best score in the “Gradebook”. Your goal should be to get 100% on all your homework assignments. Due dates will be posted on MML. These assignments cannot be made-up, so you must stay on task. In addition, worksheets will be given daily in class. All worksheets must be completed legibly in pencil for full credit.

QUIZZES: Online chapter quizzes will be assigned throughout the semester. The lowest quiz grade will be dropped at the end of the semester. Here, each quiz can be taken three times. The computer will then record your best score in the “Gradebook”. Your goal should be to get 100% on all your quizzes.

CHAPTER TESTS: There will be 5 written exams. The best possible preparation for an exam is regular attendance and completion of all online/written assignments. **No make-up exams** will be given except in special circumstances. This means that no make-up exams will be given without prior arrangements, and make-up exams will be given only in the case of a documented emergency. If an emergency arises that is **beyond your control**, you must contact me **on or before** the day of a test. All make-ups, if granted, must be **completed** before the exams are returned to the class. Failure to adhere to this policy may result in a grade of zero for the missed test. **NOTE: You will have the opportunity to earn extra points by submitting test corrections.**

FINAL EXAM: You must take the final to receive a passing grade. There will be no exemptions and **no make-ups** for the Final Exam. You must take the exam as scheduled for your class.

Class	Section	Date of Final Exam	Exam Time	Location
MAT201	51162	TBD	TBD	CCI 201

WITHDRAWING FROM COURSE: It is your responsibility to submit proper forms to Admissions Office to officially drop the course. Failure to do so may result in a grade of “F”. Final Drop Date: March 11^h 2016.

MATH STUDY CENTER (MSC): The MSC is a great place to work on math assignments and get help as needed. The MSC is facilitated by our math faculty and well-trained tutors. To use the MSC, students must enroll in INTDS 300, a non-credit course. Once enrolled in the class, students can login to the computers.

Monday-Thursday	8:30AM-4:00PM
Friday	8:30AM-1:00PM

DISABILITY RESOURCE CENTER: College policy requires that students with documented disabilities be provided with reasonable accommodations to assist them in the learning environment. If you have a specific physical, psychiatric, or learning disability and require academic accommodations, please contact the Disability Resources Center, 559.730.3805. You will need to provide appropriate documentation of your disability.

CELL PHONES: In accordance with Reedley Board Policy, the use of cell phones is not permitted. Cell phones and other electronic devices (PDA's, laptops, iPods, ect.) are to be **turned off** and put away before the start of class. The use of cell phones and other electronic devices during class is considered disruptive behavior.

GENERAL CONDUCT: Students are expected to conduct themselves in a responsible, mature and academically honest manner. Any student disrupting class is subject to disciplinary action as explained in the COS General Catalog. **Disruptive talking** during class will lead to the student being dismissed and marked absent. **Cheating** or plagiarism will not be tolerated. Disciplinary action will be taken in accordance to the Student Code of Conduct, which includes consequences ranging from reprimand to expulsion.

CLASSROOM ENVIRONMENT: As an instructor, I will strive to be professional, courteous and respectful to students, and to

- Begin and end class on time
- Be prepared for each class session
- Provide academic feedback and grade assignments in a fair, impartial and timely manner
- Be available for individual consultation
- Inform you of any adjustments to the syllabus or class schedule

As a student, you are expected to:

- Put forth your best effort and ask questions when you don't understand
- Attend class regularly and be in class on time
- Be prepared for class sessions and participate in class activities
- Follow instructions and complete assignments on time
- Listen when others are speaking
- Be courteous and respectful to me and to your classmates
- Be responsible for the information in this document and comply with COS Board policies
- Maintain knowledge of your grade status, and contact me immediately about concerns or situations that could interfere with your success in this class.

I reserve the right to alter this syllabus at any time and make the changes known in class and/or online. You are responsible for these changes whether or not you attend class the day of an announcement.

SYLLABUS RECEIPT
MAT201 – Elementary Algebra
CRN 51162
Spring 2016

Name (Print Please) _____
Cell phone for calls (if necessary) _____

Submission of this form verifies my receipt and understanding of the class syllabus and requirements.
Submit to your instructor during the required orientation.

Signature

Date