

<b>Syllabus for Math 376: Prealgebra</b>	
<b>Semester &amp; Year:</b>	Spring 2014
<b>Course ID and Section Number:</b>	MATH-376-D035454
<b>Number of Credits/Units:</b>	4
<b>Day/Time:</b>	Monday, Wednesday, Friday 9:00 am – 10:20
<b>Location:</b>	DM 15
<b>Instructor's Name:</b>	Heinz Falenski
<b>Contact Information:</b>	Office location and hours: By appointment and arrangement. Email: heinz-falenski@redwoods.edu
<b>Course Description (catalog description as described in course outline):</b>	
<p>A comprehensive review of arithmetic, involving whole numbers, fractions, decimals, and signed numbers. Students will solve problems involving ratios, proportions, percents, and geometry. Basic algebra concepts and techniques, such as variables, simplifying expressions, solving equations, and graphing linear equations will also be introduced. Problem solving, estimation, and the communication of mathematical ideas are an integral part of the course.</p> <p>Note: Scientific calculator is required.</p>	
<b>Special accommodations:</b> College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will be made. If you have a disability or believe you might benefit from disability related services and may need accommodations, please see me or contact Disabled Students Programs and Services. Students may make requests for alternative media by contacting DSPS.	
<b>Mathematics Department Policy Regarding "Faculty Withdrawal" of Students after Census Day:</b>	
<p>A student who is absent from class for the amount of time equal to two weeks of classes, will be withdrawn from the course, unless there are extenuating circumstances that are communicated to the instructor in a timely manner. This "faculty withdrawal" can occur between Week 4 and Week 10 of the semester.</p>	
<b>Academic Misconduct:</b> Cheating, plagiarism, collusion, abuse of resource materials, computer misuse, fabrication or falsification, multiple submissions, complicity in academic misconduct, and/ or bearing false witness will not be tolerated. Violations will be dealt with according to the procedures and sanctions proscribed by the College of the Redwoods. Students caught plagiarizing or cheating on exams will receive an "F" in the course.	
<p>The student code of conduct is available on the College of the Redwoods website at:  <a href="http://www.redwoods.edu/District/Board/New/Chapter5/Ap5500.pdf">http://www.redwoods.edu/District/Board/New/Chapter5/Ap5500.pdf</a></p>	
College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.	

## MATHEMATICS 376: PreAlgebra, Spring 2014

**Instructor:** Heinz Falenski  
**Office Hours:** To be arranged and by Appointment  
**Email:** heinz-falenski@redwoods.edu

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**TEXTBOOK:** *Prealgebra*, provided by the Department of Mathematics at College of the Redwoods. The textbook is provided on CD and online at <http://mathrev.redwoods.edu/PreAlgText>. You may also *order* a printed version of the entire text or solutions from <http://www.lulu.com>.

### Course Learning Outcomes:

*These are the things a student will be able to do as a result of successfully completing this course.*

Evaluate and simplify numerical and algebraic expressions involving integers and rational numbers.

Solve linear equations.

Write linear equations for word problems and solve.

Use sound mathematical writing and appropriate use of symbolism in presenting solutions of mathematical exercises and applications.

**EXPECTATIONS:** I expect that everyone is treated with respect in our class. Please go out of your way to be considerate of others since this will enhance the quality of the learning environment in our classroom. I expect that you use cell phones and computers appropriately and in a manner that does not disturb any fellow students or the instructor; this implies that at the very least there should not be any sound coming from your cell phone and you only utilize applications that have course content related material. Additionally, you should be on time to class and avoid leaving early in order to minimize disruption. The Student Code of Conduct addresses many issues that arise on a college campus and you should be aware of the agreement that you have made as an enrolled student.

**MATERIALS:** Besides the mentioned text, you will need to obtain the following for this class:

- a) A scientific calculator.
- b) Graph paper (available on the class website).
- c) A notebook to keep lecture notes and returned work in.
- d) A bound notebook for a Math 376 Reference Book.
- e) Lots of pencils and an eraser.

**GRADE SYSTEM:** Your final grade will be determined as follows

Homework	15%
Participation	5%
Exams	45%
Quizzes/Activities	20%
Final Exam	15%

I will be using the plus/minus grade system. The break down is as follows

A	93-100%	B	83-86.9%	C	70-76.9%
A-	90-92.9%	B-	80-82.9%	D	60-69.9%
B+	87-89.9%	C+	77-79.9%	F	0-59.9%

**HOMEWORK:** Homework will be a regular aspect of this class, and I expect that it will be done in an organized, neat and readable fashion. The quality of your homework presentation is important to me since it representative of your understanding of coursework. Allegorically, students that don't have most of their homework assignments turned in don't typically pass the class. I will return homework in a timely manner, usually within a week of its completion.

**EXAMS:** There are at least four exams. All exams are closed book and notes unless otherwise explicitly stated.

**EXAM TIMES:** Exams are held during the class hours published in the schedule of classes. Please be aware that regardless of the time you begin the exam, the deadline is at the end of the scheduled class time. If you are using the test proctoring services located in DSP&S, be advised that you must schedule a time that overlaps with the published course time of the class in which you are enrolled. You must schedule a time with Erica Silver in the DRC and report it to me at least 24 hours before the published exam time. If you fail to attend the exam time that you have scheduled, then you forfeit your opportunity to take the exam.

**QUIZZES/ACTIVITIES:** The quiz grade will be calculated by averaging quiz scores and all of the activity scores. There will be no make-up quizzes offered.

**ATTENDANCE:** To succeed in a mathematics class you need to attend every class meeting. The CR Catalog defines five absences as excessive for a five unit class. If you have to miss class, make prior arrangements with a fellow student to get any notes or materials covered that day. You are responsible for the all material covered even if you don't attend class. The Math Department policy is attached on this document.

**PARTICIPATION:** The participation grade is positively affected by your involvement in the class, attendance, punctuality, and negatively affected by physical and electronic disturbances. You will turn in participation problems weekly.

**DISABILITIES:** If you are a student with a disability or if you think that you could benefit from disability-related services, you may either speak to me or you may contact our Disabled Student Programs and Services Office on campus.

**ACADEMIC INTEGRITY:** If you cheat on an exam or quiz, then expect to fail the course, additionally the campus dean and the vice-president of instruction will be notified. All exams are closed book/notes unless otherwise stated. During exams and quizzes student cell phones will be turned off and not physically accessible, neglecting to do this may lead to forfeiting your opportunity to earn points on the assignment.

**DISCLAIMER:** While every attempt will be made to keep minimal changes to this document during the semester, like most other things, it is subject to change.

**Progress reports:** You current grades will be made available within a week of each major test, identifying missing homework and accumulated scores.