

<b>Syllabus for MATH 252 – Open Mathematics Lab – Eureka Campus</b>		
<b>Semester &amp; Year</b>	Summer 2016	
<b>Course ID and Section #</b>	MATH 252-E1555	
<b>Instructor's Name</b>	Elizabeth (Betsy) Buchanan, Math Lab Coordinator	
<b>Day/Time</b>	Students drop in during Math Lab Open Hours: Mon – Thurs, 8:30AM – 2:50 PM Closed Fridays <b>Closed on CR Holidays</b>	
<b>Location</b>	Math Lab is located in the Library (LRC) in the Academic Support Center (ASC) on the Eureka main campus	
<b>Number of Credits/Units</b>	This is a 0 unit, NON-CREDIT course	
<b>Contact Information</b>	<i>Office location</i>	L101E
	<i>Office hours</i>	Mon – Thurs 9:30 – 3:00
	<i>Phone number</i>	(707) 476-4369
	<i>Email address</i>	Betsy-Buchanan@redwoods.edu
<b>Textbook Information</b>	<i>Title &amp; Edition</i>	No additional textbooks are required for Math Lab
	<i>Author</i>	
	<i>ISBN</i>	
<b>Course Description</b>		
<p>A course offering instructional support to students needing help in mathematics in a self-paced lab environment. This course supports basic skills mathematics and mathematics-related classes. Students receive one-on-one and small group instruction to enhance success in mathematics across the curriculum.</p> <p>Note: <i>Students can be enrolled in a mathematics course or any course with math content.</i></p>		
<b>Student Learning Outcomes</b>		
<p>Students should be able to do as a result of taking this course:</p> <ol style="list-style-type: none"> <li>Analyze problems in mathematics or mathematics-related courses.</li> </ol> <p>Apply strategies to plan and complete assignments on time.</p>		
<b>Special Accommodations</b>		
<p>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 <a href="#">Disabled Students Programs and Services</a>. Students may make requests for alternative media by contacting DSPS at 707-476-4280.</p>		
<b>Academic Support</b>		
<p>Academic support is available at <a href="#">Counseling and Advising</a> and includes academic advising and educational planning, <a href="#">Academic Support Center</a> for tutoring and proctored tests, and <a href="#">Extended Opportunity Programs &amp; Services</a>, for eligible students, with advising, assistance, tutoring, and more.</p>		
<b>Academic Honesty</b>		
<p>In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee.</p>		

## Syllabus for MATH 252 – Open Mathematics Lab – Eureka Campus

The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at: [www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProceduresrev1.pdf](http://www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProceduresrev1.pdf)

Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods website.

### **Disruptive Classroom Behavior**

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process a disruptive student may be temporarily removed from class. In addition, he or she may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at:

[www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProceduresrev1.pdf](http://www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProceduresrev1.pdf)

Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods website.

### **Emergency Procedures for the Eureka campus:**

Please review the campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). The Eureka **campus emergency map** is available at:

([http://www.redwoods.edu/Eureka/campus-maps/EurekaMap\\_emergency.pdf](http://www.redwoods.edu/Eureka/campus-maps/EurekaMap_emergency.pdf)). For more information on

Public Safety, go to <http://redwoods.edu/safety/> In an emergency that requires an evacuation of the building:

- Be aware of all marked exits from your area and building.
- Once outside, move to the nearest evacuation point outside your building:
- Keep streets and walkways clear for emergency vehicles and personnel.
- Do not leave campus, unless it has been deemed safe by the Incident Commander or campus authorities. (CR's lower parking lot and Tompkins Hill Rd are within the Tsunami Zone.)

**RAVE** – College of the Redwoods has implemented an emergency alert system. In the event of an emergency on campus you can receive an alert through your personal email and/or phones at your home, office, and cell. Registration is necessary in order to receive emergency alerts. Please go to <https://www.GetRave.com/login/Redwoods> and use the "Register" button on the top right portion of the registration page to create an account. During the registration process you can elect to add additional information, such as office phone, home phone, cell phone, and personal email. Please use your CR email address as your primary Registration Email. Your CR email address ends with "redwoods.edu." Please contact Public Safety at 707-476-4112 or [security@redwoods.edu](mailto:security@redwoods.edu) if you have any questions.

College of the Redwoods – Summer 2016

**Math 252 Open Mathematics Lab**  
**MATH-252-E1555 (Non-Credit)**

**Math Lab Coordinator:** Elizabeth (Betsy) Buchanan  
**Contact Information:** Office: L101E, in the LRC/ASC  
email: [betsy-buchanan@redwoods.edu](mailto:betsy-buchanan@redwoods.edu)  
[Put "MATH 252" in subject line of email message]  
Phone: 707-476-4369  
**Math Lab Instructors:** Levi Gill, Brad Morin, Jonathan Pace

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**Official Course Description:** (from official Course Outline):

**MATH 252 Open Mathematics Lab** (non-credit)

A course offering instructional support to students needing help in mathematics in a self-paced lab environment. This course supports basic skills mathematics and mathematics-related classes. Students receive one-on-one and small group instruction to enhance success in mathematics across the curriculum.

Note: *Students can be enrolled in a mathematics course or any course with math content.*

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**MATH 252 Course Learning Outcomes:**

Students should be able to do as a result of taking this course:

1. Successfully analyze assignments for other courses.
2. Appropriately complete assignments for other courses.

More information: See also the Math 252 course webpage at:

<http://msenux2.redwoods.edu/MathDept/courses/math252.php> and the official course outline at:  
<http://msenux2.redwoods.edu/MathDept/Outlines/current/math252.php>

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**Course Requirements (subject to change with fair notice):**

MATH-252 is a NON-CREDIT course. This is a non-credit option for getting Math help in the Math Lab.

No minimum hours are required; however, to utilize the help of the Math Lab, students must log in to document their attendance during the Math Lab Open Hours.

This is an open-entry course, where students can add this course up to the day before the last day of instruction. This course is repeatable.

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**Locations and Open Hours:**

**The Math Lab is located in the ASC (Academic Support Center) on the Eureka main campus.**

**Math Lab Hours for days when regular classes are in session:**

- **Mon-Thurs**                      **8:30AM – 2:50PM**
- **Fridays**                              **Closed**
- **CLOSED on CR Holidays**

*This syllabus is subject to change.*