

## Syllabus for **Math 272: Arithmetic for College Prep** – Eureka Campus

<b>Semester &amp; Year</b>	Fall 2016	
<b>Course ID and Section #</b>	Math 272 E0336	
<b>Instructor's Name</b>	Levi Gill	
<b>Day/Time</b>	MWF 1:15-2:30	
<b>Location</b>	SC 202	
<b>Number of Credits/Units</b>	0 (This is a “non-credit” course)	
<b>Contact Information</b>	<i>Office location</i>	SC 216G
	<i>Office hours</i>	MTWTh 12-1
	<i>Phone number</i>	707-476-4351
	<i>Email address</i>	levi-gill@redwoods.edu
<b>Textbook Information</b>	<i>Title &amp; Edition</i>	<i>Basic College Mathematics, 7th edition</i>
	<i>Author</i>	Lial, Salzman and Hestwood.
	<i>ISBN</i>	0321825535

### Course Description

MATH-272 Arithmetic for College Preparation - A noncredit, basic skills course, as entry-level preparation for college mathematics. Topics include addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals, with an emphasis on critical-thinking and problem-solving. Includes applications of proportions and percents, measurement unit conversion, and averages.

### Student Learning Outcomes

1. Add, subtract, multiply, and divide whole numbers, fractions, decimals.
2. Use the algebraic order of operations to simplify expressions.
3. Apply mathematical operations to real-life situations.
4. Estimate and assess reasonableness of answers.

### Special Accommodations

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 at 707-476-4280.

### Academic Support

Academic support is available at [Counseling and Advising](#) and includes academic advising and educational planning, [Academic Support Center](#) for tutoring and proctored tests, and [Extended Opportunity Programs & Services](#), for eligible students, with advising, assistance, tutoring, and more.

### Academic Honesty

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

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receive a failing grade for the assignment and/or exam and 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: <http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services>, and scroll to AP 5500. 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: <http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services> and scroll to AP 5500.

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### **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/aboutcr/Eureka-Map>; choose the evacuation map option). For more information on Public Safety, go to <http://www.redwoods.edu/publicsafety>. 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.

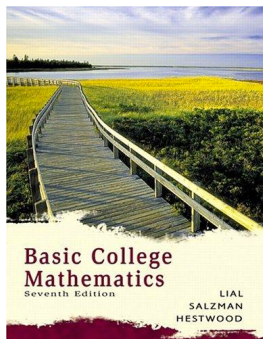
*College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.*

## Textbooks

*Basic College Mathematics, 7th edition* by Lial, Salzman and Hestwood. Published by Addison Wesley.

You can check out the book in the CR library for the semester.

You also have the option of buying your own copy online (very inexpensive).



## Recommended

Student Solutions Manual (ISBN 0-32-127938-7, 978-0-32-127938-5)

Study Skills Workbook (for Basic College Mathematics, 7th ed) (ISBN 0-32-127937-9, 978-0-32-127937-8)

## Calculator

A Scientific Calculator (does not have to be a "graphing calculator")

## Time

It varies by individual and topic, but you should expect to spend an average of 15 hours a week on this class.

## Supplemental Handouts.

There will be lots of handouts some of which you may have to print yourself. It is your responsibility to make sure that you get a copy of all supplemental material even if you miss class.

Handouts will be posted on Canvas.

**Pencils:** Math problems should be done in pencil, not in pen, because everyone has to erase mistakes!

**A Ruler:** We will need them for drawing tables and graphs.

**3-Ring Binder:** You will need this to keep your notes and handouts that I give.

### Computer Access

Email: I will use Canvas to email you, so check it daily.

Handouts: I will post handouts, assignments, and supplemental material on Canvas.

### Grading

	Daily Homework	Class Activities	Quizzes	Exams
<b>A</b> 4 pts for each	Complete 95% of assigned homework	Complete 95% of assigned activities	Average of 85% on quizzes	Average of at least 85% on exams
<b>B</b> 3 pts for each	Complete 90% of assigned homework	Complete 90% of assigned activities	Average of 75% on quizzes	Average of at least 75% on exams
<b>C</b> 2 points for each	Complete 80% of homework	Complete 80% of activities	Average of 60% on quizzes	Average of at least 60% on exams
<b>D/F</b> See below	See below	See below	See below	D: Average of at least 50% on exams F: Average of less than 50% on exams

A: 14 to 16 points

B: 11 to 13 points

C: 8 to 10 points

D: if you fall below a C in any one category listed above, you will be given a D.

F: if you fall below a C in any two categories listed above, you will be given an F.

### **Homework:**

**Daily:** Problems will be assigned at the end of every class. Show your work, don't just write the answers down. Your works should be neat and legible.

There will not be time for problems to be graded carefully, so you need to make sure that you check your own work before turning it in (use the back of the book or the solutions manual).

**Other Assignments:** There will be other problems assigned that are not in the book. Some will be explained on handouts, some will be writing assignments, and some will be done in class.

Keep a file of your homeworks after I have returned them!

**Exams:** There will be 6 short midterm exams and a cumulative final exam during Finals Week. The final exam is worth two midterm exams.

Exams are held during the class hours and 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 DSPS, be advised that you must schedule a time on the day of the exam. If you fail to attend the exam time that you have scheduled, then you forfeit your opportunity to take the exam.

No make-up exams will be offered without prior consent.

## **Participation in Class Activities:**

Attendance and participation are essential to the learning process. We will often be working in groups and everyone benefits from your input and participation. The best way to be successful in this class is to attend every class period. If you miss more than four class sessions, you may be dropped from the course!

If you miss a class, it is your responsibility to make sure that you know what work is required for the next class.

**Due Dates:** I do not accept late work. However, you may have 6 homework extensions. If you need more time, then *email me* (even if you tell me in class!) to let me know that you are using an extension and the homework # you are extending.

Math concepts build one on the other so keeping up with the material is important.

**Class Rules:** As a general rule *be respectful to your classmates and help provide a healthy environment for learning.*

Please do not talk unnecessarily during class, arrive on time and leave when class is dismissed. When you attend, give your attention to the material or activities we are working on. Please do not use class time to work on other projects. Do not come to class stoned, drunk or otherwise chemically compromised, and please do not come to class reeking of weed. (If you do, I will ask you to leave.)

Be aware that people have allergies, so please minimize deodorants and perfumes.

## **Getting Help**

Getting stuck is a normal and healthy part of learning! So you need to plan on getting stuck and needing time to get un-stuck. If you only do your homework at home at night, then you will have limited resources available to help you get unstuck.

**Math Lab:** The math lab is located in the back of the Library and is a great place to do your homework. There is always an instructor available and often other tutors. To use the math lab you need to enroll in Math 272L for 1 or ½ units, OR Math 252 which is free!

**Classmates:** Often your best resource is your classmates. What one person didn't understand, another may have. I strongly advise working in groups.

**Office Hours:** I have office hours. Feel free to drop by!

**One-on-one Tutoring:** There is free one-on-one tutoring available on campus. The Academic Support Center (ASC) offers tutoring for all students. If you eligible, you can enroll with Extended Opportunity Program and Services (EOPS) or TRIO who have tutors specifically available to the students in their programs.

**Online Tutoring:** The EOPS and TRIO programs have online tutoring available. You need to be enrolled in their programs to access this service.

**Online Resources:** Getting help online is a double-edged sword. Sometimes you can get great help, but often you spend hours trying to find the right type of help. I'd use the web as the last line of defense. One site that many students have found very helpful is <https://www.khanacademy.org/>

### **Important Dates:**

Labor Day Holiday	September 7
Science Night!!!	October 21
Veterans Holiday	November 9
Thanksgiving Holiday	November 26-27
Final Exam Week	December 7-12

**Assistance:** If you have a documented disability or believe you can benefit from any of the services offered by Disabled Student Programs & Services (DSP&S), please contact the DSP&S office 476-4280.

**\*\* This syllabus is subject to change with appropriate notice \*\***

