***MAT 0028C – Developmental Mathematics II***

***Course Syllabus***

**Course Description**

This course is designed to supplement the algebraic background of students prior to taking certain courses at the college level. Topics include sets, fundamental operations with polynomials, linear equations and inequalities with applications, factoring and its use in algebra, introduction to graphing of linear equations, introduction to radicals, and the use of calculators.

**Instructor**

Dr. Claudia V. Genovese-Martinez

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Office & Hours: will be posted in my office door.

**Required Materials**

**Text: Elementary Algebra, Carson/Jordan, 3rd edition**

Calculator: In an effort to increase your skills in the use of technology, this course will include some activities and examinations that will require the proper use of scientific calculators. Therefore, scientific calculators are required in this course. If you plan to continue studying mathematics, you might consider purchasing a TI-84 Plus graphing calculator now, as it is the most frequently used model in the “Gordon Rule” math courses. If you are receiving financial aid it may be possible to utilize some of your funds to purchase your calculator. Check with the financial aid office for more information.

**MyMathLab Student Access Kit for Course Compass:** included with new book purchase. You may purchase a MyMathLab student access kit from the bookstore or online.

**Resources**

* Your instructor is interested in your success in this class. Please ask questions regularly!
* Many students of algebra find it extremely helpful to form study groups with their classmates. This practice is highly recommended.
* The West Campus Math Center is in building 7, room 240. It is open from 8:00 a.m. to 8:00 p.m. Monday through Thursday, 8:00 a.m. to 12:00 p.m. Friday, from 10:00 a.m. to 3:00 p.m. Saturday.
* There you will find Valencia math department staff, peer tutors, study rooms and other comfortable work areas for study group meetings, computer-based tools as available for your text, and support materials for check-out with your VCC identification card.
* Peer tutors in the Math Center are available for walk-in assistance, no appointment necessary. Peer tutors are available for individual appointments as scheduling and funding permit. Ask for details at the Welcome Desk in the Math Center. Tutors have been trained to use techniques that help you become an independent learner. They have been instructed to guide you through the problem solving process and utilize the materials you have available through your course. They may help you by asking open ended questions, walking you through examples in your text, or (hopefully on rare occasions) using pencil and paper to show you how to solve a problem similar to one you are working on. Since the tutors’ goal is to help you become an independent learner, they will let you do the work as much as possible. The learning process requires a regular investment of your time, and patience is the key.
* If you purchased a new text, you received a Student Access Kit for the MyMathLab in Course Compass software with it. It is also possible to purchase a student access kit for MyMathLab from the bookstore or online. Please take your MyMathLab Student Access Kit with you to your Open Lab orientation. You will use the software as part of your lab experience.
* The Math Connections, located inside the Math Center, room 7-255, is a learning community for increasing mastery of the math competencies associated with your course. Various instructors work with and coach community members according to the schedule posted on the Math Connections window. Visit early; visit often!

**Attendance Policy:**

* Attendance is absolutely essential in a college math course. You are expected to attend all classes and take part in all tests and exercises.
* Each student is required to attend each class and to be punctual. **If you arrive to the class after the instructor has taken roll or leave before the class is dismissed, you will be considered ABSENT for that day’s attendance record.**
* Missing more than 2 of the class meetings for any reason, will be considered sufficient ground for you to be withdrawn from the class for inadequate attendance.
* In-class activities can’t be “made up.” If you are absent on a day that an in-class activity occurs for credit or extra credit, your grade is likely to be adversely affected.
* Each student is responsible for any information and/or assigments given during class, whether the student is present or not.
* You are expected to be in class on time, and to remain in class for the entire period unless permission to leave early has been granted by the instructor. It is disruptive to arrive or depart while class is in session.

**Classroom Conduct Policy:**

* You are encouraged to actively participate and ask pertinent questions during class. Courtesy will be observed at all times.
* Your attitude will significantly affect your ability to succeed in this course. If your comments or actions in class are deemed by the instructor to adversely affect other students’ attitudes, they are considered disruptive.
* Beepers and cellular phones must be turned OFF during class. Any audible interrruption from such a device is considered disruptive.
* To create a good environment for learning, avoid sidebar conversations with other students while work is being done at the board, rude comments or remarks, raised voices or confrontational comments. Follow instructions given by your instructor, who serves as your classroom manager.
* If your actions in class are deemed by your instructor to be disruptive, you will be asked to leave class immediately. If you are ever asked to leave class, you **may** be permitted to return to future class meetings after consultation with your instructor outside of class. You may also be required to arrange a conference with another college official before attending class again.

**Academic Honesty**

* Honesty and integrity reward you in many ways, including avoidance of the grade of zero that is assigned to any student who cheats on any test or assignment.

**Grading**

* Partial credit on tests and assignments is sometimes given, when appropriate, solely at the discretion of the instructor.
* Grades will not be disclosed over the telephone or via e-mail, except through your Atlas account.
* You must meet with the instructor if you wish to discuss your grade.

**Homework Policy:**

* Completion of homework on a regular basis is crucial to your success in this course.
* **Problems from the text that correspond to the section or sections covered in the previous class meeting are due before the following class meeting.** You are encouraged to seek assistance from the instructor if you encounter difficulties with the assigned problems or visit the Open Lab or Math Connections, 7-240.
* **All completed homework and Lab activities including MASTER LABS, which correspond to the chapter to be tested on, must be completed before taking the Chapter test. If the homework and/or MASTER LAB are missed or incomplete, your course grade average will be adversely affected.**

**Testing**

* You must complete each test within the time allotted during the class period.
* Every test score will be used in the computation of your progress test average. There are no “dropped” test scores.
* If you have excused absences for more than one progress test, you will be given make-up tests according to a schedule specified by your instructor for all but the first progress test missed.
* It is your responsibility to make a timely request for an excused absence should you miss a test. If you do not request an excused absence for a missed test, or your request for an excused absence is denied, you will receive a zero on that test.
* All materials in your work area during testing, including electronic memory, are subject to thorough and unannounced inspection by the instructor.
* Failure to take the Comprehensive Final Exam will result in a grade of F.

**Lab Component**

In order to maximize your learning experience, **lab activities** are designed to reinforce concepts learned in class and complement your course work.

* This class has a required lab component that will count for 20% of your course grade. Visit the Math Center’s Open Lab in 7-240 for a minimum of 120 minutes per week for Summer A term classes, document your time properly on an in-lab computer, and work with Lab Instructors as directed to earn your lab grade.
* The Open Lab hours are:

Monday through Thursday from 8:00 a.m. to 8:00 p.m.

Friday from 8:00 a.m. to 12:00 p.m.

Saturday from 10:00 a.m. to 3:00 p.m.

**Withdrawal**

* The deadline for withdrawing from class with a grade of “W,” if you are eligible to do so, is June 1, 2012 for Summer A term classes. During the first or second attempt in the same course at Valencia, if you withdraw or are withdrawn by the professor, before the Withdrawal Deadline, you will receive a W (Withdrawn). You will not receive credit for the course, and the W will not be calculated in your grade point average; however, the enrollment will count in your total attempts in the specific course. If you do not withdraw prior to the Withdrawal Deadline or fail to take the required final examination, the professor will assign your grade based on your performance in the course at the time of withdrawal. For a complete policy and procedure overview on Valencia Policy 4-07 please go to: <http://valenciacc.edu/generalcounsel/policydetail.cfm?RecordID=75>.

**College Preparatory Mathematics Competencies**

The state of Florida and Valencia Community College want students exiting college prep mathematics to possess and demonstrate certain competencies. To successfully complete this course you must demonstrate the following competencies on an examination administered near the end of the course.

1. Simplify Numeric Expressions

2. Simplify Exponential Expressions

3. Simplify Algebraic Expressions

4. Perform Arithmetic Operations with Polynomials

5. Simplify Square Roots of Monomials

6. Solve Linear Equations

7. Solve Linear Inequalities

8. Graph and Interpret Linear Equations

9. Set Up and Solve Word Problems

10. Factor Polynomials

11. Simplify Algebraic Fractions

12. Solve Quadratic Equation

**Valencia Core Competencies**

Valencia Community College wants graduates to possess and demonstrate a set of global competencies including the ability to **THINK, COMMUNICATE, VALUE AND ACT**. In an effort to help you acquire and improve your ability to demonstrate the competencies this course will include activities that require you to:

1. Think clearly, critically and creatively.

2. Communicate with others in written and verbal form.

3. Make reasoned value judgments and responsible commitments.

4. Act purposefully, reflectively and responsibly.

**Course Grade Determination**

**The Lab component is mandatory. If the student does not complete all lab quizzes, final test will be an exit test with a minimum passing score of 70%.**

For students who pass all lab quizzes with a 70% or better:

Component Weight

Chapter Tests 50%

Comprehensive Final Exam 25%

Lab Quizzes 20%

Homework 5%

Failure to take the Comprehensive Final Exam will result in a grade of F.

The following scale will be used for graded assignments as well as for computation of the course grade:

90 - 100% A

80 - 89.9% B

70 - 79.9% C

60 - 69.9% D

Below 60% F

Scores on all tests and assignments will be rounded to the nearest percent. End-of-term averages are rounded to the nearest tenth of a percent.

**Special Accommodations**

Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities (West Campus SSB 102, extension 1523).

**Changes in the syllabus, schedule, and/or assignments for this class may be made at the discretion of your instructor.**