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***MAT 0018C – Developmental Mathematics I***

***Course Syllabus***

**Course Description**

An entry-level course in mathematics emphasizing the fundamental mathematical operations with application to beginning algebra. This is the first course of two designed to prepare students for first-year college-level mathematics. Significant time will be devoted to connections between mathematics and other academic disciplines and to applications outside education settings.

**Instructor:**  DANG, OANH

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Office & Hours: TBA

**Required Materials**

Text: PreAlgebra by Elayn Martin-Gay (Valencia Custom version, 3rd ed.)

Calculator: You will need a calculator for this course for chapter 7. If you are purchasing a calculator, it is recommended that you buy at least a scientific calculator.

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

MAT0018C Developmental Math I Portfolio

**Resources**

* Your instructor is interested in your success in this class. Please ask questions of her 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, from 8:00 a.m. to 7:00 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 VC 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.
* With the purchase of a new text book, you will receive a Student Access Kit to get access to MyMathLab. It is also possible to purchase a Student Access Kit for MyMathLab from the Valencia bookstore or through coursecompass.com. You must take your MyMathLab Student Access Kit with you to your Open Lab orientation to register in MyMathLab. This software will be used to complete the require work and it is part of your lab experience.
* The Math Connections, located in the Math Center, 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!

**Class Policies**

**Attendance**

* You are expected to attend every class meeting, unless an illness or emergency makes it impossible for you to do so.
* Absences are excused solely at the discretion of the instructor, who may require that you prove the existence of extenuating circumstances before excusing any absence(s).
* You are responsible for any information and/or assignments given during class, whether you are present or not.
* 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.
* 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.

**Conduct**

* You are encouraged to actively participate and ask pertinent questions during class. Courtesy will be observed at all times.
* Your attitude will greatly affect your ability to succeed in this course. It will also affect your classmates’ attitudes should you choose to participate in class discussions. Always consider this carefully before you speak or act.
* Cell phones, pagers, or other devices that are audible are not permitted to be on during class. Unplug yourself and make the most of class time! Personal electronic devices disrupt your learning as well as the learning of other students.
* 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**

* Completion of homework on a regular basis is crucial to your success in this course.
* Problems from the text will be assigned for completion before each class meeting. You are encouraged to seek assistance from the instructor if you encounter difficulties with the assigned problems.

**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 an excused absence for one progress test, your score on the corresponding section of the final exam will be used in place of the missing progress test score for computation of your progress test average.
* 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. Your score on the corresponding section of the final exam will be used in place of the first missing progress test score for computation of your progress test average.
* 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.

**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 15% of your course grade. Visit the Math Center’s Open Lab in 7-240 for a minimum of 50 minutes per week, document your time properly on an in-lab computer, and work with Lab Instructors as directed to earn your lab grade.
* The minimum passing score for the Lab Mastery Test is 80%. You have 3 attempts to achieve this minimum score. If your score is less than 80% after 3 attempts, you will receive 0% for that Lab Assignment.
* 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 7:00 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, November 2nd, 2012 for Fall Full 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.

**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 Final Exit Exam is required of all MAT0018C students. Students must pass this exam with a score of 80%. The passing of this test is necessary but not sufficient for passing MAT0018C.**

Component Weight

Progress Tests 50%

Final Exit Exam 15%

Portfolio 10%

Lab 15%

Homework 10%

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.**