

MAT0022C Developmental Mathematics Combined Syllabus CRN 25575 Spring 2017

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Class Meeting Information:

Day	Time
Monday	10:00 am – 11:50 am
Wednesday	10:00 am – 11:50 am

(Lake Nona Campus Building 1 room 104)

Course Description:

This developmental math course is designed to prepare students for MAT 1033C Intermediate Algebra. Topics include sets, computations with decimals, percents, integers, operations with rational and polynomial expressions, solving linear equations and simplifying expressions, plane geometric figures and applications, graphing ordered pairs and lines and determining the intercepts of lines. A minimum final course grade of C is required for successful completion of this course. This course does not apply toward mathematics requirements in general education or toward any associate degree. (Special Fee: \$42.00)

Prerequisites: NONE Credit Hours: 4

Valencia Core Competencies:

This course seeks to reinforce the following Valencia Student Competencies:

- **Think** clearly, critically and creatively by analyzing, synthesizing, integrating and evaluating symbolic works and truth claims.
- Reflect on your own and others' **values** from individual, cultural and global perspectives.
- **Communicate** by reading, listening, writing and speaking effectively.
- **Act** purposefully, reflectively and responsibly by implementing effective problem solving and decision making strategies.

Valencia Developmental Math Combined Competencies:

Valencia College students are expected to possess and demonstrate the following competencies:

- Operations with Rational and Polynomial Expressions
- Linear Equations with Application
- Introduction to graphing linear equations
- Geometry
- Sets
- Radicals

- Unit Conversion
- Operations with Fractions/Decimals
- Long Division/Multiplication Facts
- Simplifying algebraic expressions and order of operations

Course Materials:

Textbook:

Developmental Math Combined by Al Groccia ISBN-13: 978-1-60797-456-7
 Publisher: Linus Books. The textbook is available only in the campus bookstore.

IMathAS:

The Homework and Lab Assignments for this course are located in IMathAS. To log in, go to: imathas.valenciacollege.edu. The username is your atlas username and the password is: math (When you first log in, be sure to change your password.)

Attendance and Withdrawal Policy:

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. Proof of the existence of extenuating circumstances must be shown for any absence(s) to be excused.
- You are responsible for any information and/or assignments given during class, whether or not you are present.
- In-class activities can't be "made up."
- 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.
- **Excessive absences (more than 3) will lead to poor performance in the course and may lead to a withdrawal by the professor. Students who are excessively absent may not be permitted to make up examinations and must take full responsibility for any class material that is missed.**

Policy Website Link:

<http://valenciacollege.edu/generalcounsel/policy/ValenciaCollegePolicy.cfm?policyID=75>

Withdrawal:

The deadline to withdraw from class with a grade of "W" is March 31, 2017 (11:59 PM on atlas) for full-term fall classes. **After the deadline, students will NOT be able to withdraw and will receive the grade earned according to the instructor's grading policy.** Students taking this course for the third time cannot withdraw after the first week of classes – they must receive an actual grade per state and college policy. A student with excessive

absences (more than 3) may be withdrawn by the instructor at the instructor's discretion. A student that is withdrawn will receive a grade of "W".

Policy Website Link:

<http://valenciacollege.edu/generalcounsel/policy/ValenciaCollegePolicy.cfm?policyID=75>

Grading Policy:

Your grade for this course will be determined by grades on Homework, Lab Assignments, In-Class Tests, and a Comprehensive Final Exam. Grades will not be disclosed over the telephone or via email, only through your Atlas or IMathAS accounts. You must meet with the instructor if you wish to discuss your grade.

Component	Weight
Homework	15%
Lab Assignments	10%
In-Class Tests	50%
Comprehensive Final Examination	25%

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

Percentage	Letter Grade
90% or higher	A
80% – 89%	B
70% – 79%	C
60% – 69%	D
Below 60%	F

*Note: All grades are rounded to the nearest whole number. Students receive the grade they earn based on the course requirements and percentage grade earned.

Homework:

Homework will be facilitated online through IMathAS. Access to the online homework is free. It is very important that you do homework on a regular basis. Studies indicate that you should spend at least two hours on homework outside of class for every hour spent in class. Students will be expected to have access to a computer. **The due dates will not be extended so please plan accordingly.** The due dates are located on the course schedule. Each homework problem can be repeated three times within the specified time period.

The website for online homework is: <http://imathas.valenciacollege.edu/>

Lab Attendance and Lab Assignments:

This course contains a lab component combined with the overall course grade. Students are required to **log in** a total of 50 minutes per week to complete lab assignments in the Lake Nona Learning Support Center. The 50 minutes does not have to be completed all in one sitting. The lab assignments are located in IMathAS under “Lab Assignments”. Lab hours are Monday through Thursday from 9am – 7pm in room 230 and on Friday from 10am – 4pm in room 230. The lab is also open from 7pm - 9pm in the library Monday through Thursday; however, there will not be a tutor present to assist you during that time.

In-Class Tests:

There will be in-class tests that will count for 50% of the course grade. You are not permitted to have any assistance on the exam. This means that you may not use notes, formula sheets, calculators, etc.

Comprehensive Final Examination:

Final Examination is on Monday, April 24, 2017 from 10:00 am – 12:30 pm.

The final examination in this course is **MANDATORY** and is worth 25% of the final course grade. Any student who does not attempt the examination will receive a 0, which will impact the final average in the course. The final exam is a cumulative exam given at the end of the course and can be taken **ONLY** once. This is a proctored, unassisted exam and the final exam grade **CANNOT** be dropped or replaced. There is no extra credit associated with the final exam. The final exam grade is based on the number of problems answered correctly!

Make-Up Policy:

There are **NO make-up examinations or late work accepted** unless you are absent due to a legitimate reason approved by the instructor or a valid emergency circumstance such as an illness or death in the family. Work obligations, child care, traffic conditions, or illness without documentation are not considered excused absences and make-up examinations/late work due to these reasons will **NOT** be permitted. All make-up examinations should be completed immediately upon return to class. If your absence is unexcused or timely notice was not given, you will receive a zero for any missed tests, quizzes, or in-class assignments. Late work is accepted solely at your instructor’s discretion.

Technology Policy:

Calculators:

Calculators will **NOT** be allowed during exams (including the final examination). Students should complete all homework, on-line assignments, and lab assignments without the use of a calculator unless otherwise directed. A calculator will be provided to you if the instructor chooses to conduct an activity that

requires the use of a calculator. Students that inconsistently follow the calculator policy in the math lab will be given a 0 for their lab grade.

Computer Use:

This course relies on the use of technology to aid your learning. You are expected to check iMathAS and your email at least once before class to ensure that you have the most current information. Computers are available on campus if you do not own one. If you experience any technical issues, call the support numbers below.

Blackboard Help Desk: (407)-582-5600 or onlinehelp@valenciacollege.edu

OIT Help Desk: (407)-582-5554

Email:

The instructor will only correspond with you through your atlas email. The instructor may send updates, announcements, changes, etc. to your atlas email. Students are responsible for checking their atlas email on a daily basis. The instructor will not correspond with any other email account including Gmail, Yahoo, etc. All email by students and the instructor should be respectful and professional. Students should identify their name, class that they are in, and a complete message using respectful language, complete sentences, and proper grammar.

Academic Honesty:

Plagiarism or cheating of any form will be cause for immediate removal from this class, a course grade of an F, and a referral of the incident to the Dean of Student Affairs/Mathematics. Cheating is defined by any behavior that can be construed as cheating such as blatant cheating, looking at somebody's paper, talking or whispering during a test, copying (including all take-home activities, examinations, and/or homework assignments), use of a cellular phone or other electronic device without prior permission, suspicious behavior, or failing to follow appropriate procedures for taking a test as prescribed by the instructor. **SIMPLY stated, cheating will not be tolerated.**

Policy Website Link:

<http://valenciacollege.edu/generalcounsel/policy/ValenciaCollegePolicy.cfm?policyID=180>

Expected Student 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 learning environment, please avoid sidebar conversations with other students. Rude comments or remarks, raised voices and/or confrontational

comments are not permitted. Follow the 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 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.
- You will find more information about the Student Code of Conduct in the current Valencia Student Handbook. For more information about Valencia's Student Code of Conduct, visit <http://catalog.valenciacollege.edu/academicpoliciesprocedures/studentcodeofconduct/>

Tutoring and Support Materials:

The Tutoring Center (building 1 room 230) has tutors available for walk-in assistance, no appointment necessary. Tutors have been instructed to guide you through the problem solving process and utilize the materials you have available through your course. Since the tutor's goal is to help you become an independent learner, he/she 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. For more information, visit:

<http://valenciacollege.edu/lakenona/math.cfm>

Fall/Spring Hours:

Tutoring Center: Monday – Thursday: 9 am – 7 pm, Friday 10 am – 4 pm

Open Access Computer Lab and Library: Monday – Thursday: 8 am – 9 pm,
Friday: 8 am – 5 pm

Tips for Success:

- Read each section in the textbook before class. When you read the sections, work out the textbook practice problems/examples with pencil and paper. You should try to complete these practice problems/examples before moving on to the homework. When doing homework, check your answers and redo the problems that are incorrect. Get help with any problems that are a struggle for you.
- Watch the useful media, videos, read the sections, and take notes before coming to class. Previewing the material will help you prepare for the upcoming class.
- Work through homework problems and bring questions/concerns with you to class.
- Come to class on time and ready to learn. Don't miss lab time.
- If you do not do any prep work (reading the text, practice problems, watching the useful media) before attempting the homework assignments, then you may have a rough time.
- Don't wait until the deadline to start working. Spread out the work over several days. This will help you learn the material better. Don't rely on the "watch it" help buttons, make sure that you are trying to learn how to do the work yourself or you may have a rough time on the exams.
- Always *pass* (not just take) a practice exam before you take your real exam.
- Manage your time and make a weekly schedule where 2 to 3 hours is set aside regularly for your math work/lab work beyond class time and your assigned lab time.
- Ask questions regularly and get extra help as needed. Your professor is interested in your success in this class and is only successful if you are successful. Please do not

- hesitate to ask for assistance. You can meet with your professor during office hours, make an appointment, email or call for assistance.
- Use all of your resources for additional help. This includes going to the math lab for tutoring.
 - Form study groups or find a study buddy. Working with fellow classmates can foster learning and understanding of the material throughout the semester.

College-Wide Resources:

Valencia College provides many resources for extra help in your courses. Take advantage of these resources:

- **Valencia's Math Help 24/7:** www.valenciacollege.edu/math/liveScribe.cfm
Valencia Math professors have created pen-casts and videos of common lessons to aid your learning. Click on Developmental Math I or II to expand the topics. Some lessons have more than one professor's perspective; so don't hesitate to watch more than one!
- **Khan Academy:** www.khanacademy.org
The Khan Academy has video lessons on developmental math topics (and many other academic topics!) as well as interactive learning tools. You can create an account if you want to save your progress.
- **Math TV:** www.mathtv.com
Pat McKeague delivers quick video lessons on many algebraic topics. Just click the subjects on the left to expand the lists of topics.
- **SmartThinking by Pearson:** You can locate this resource by logging into Atlas and clicking on the courses tab. It is labeled as “Tutoring (online) – Smart Thinking” on the center of the page.

Special Accommodations:

Students with disabilities who qualify for academic accommodations must provide a notification to Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first week of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. Contact information: Osceola Campus Building 2, Rm. 102 Phone: 407-582-4167 Fax: 407-582-4804 TTY: 407-582-1222 Policy Website Link: <http://valenciacollege.edu/osd/>

Valencia ID Cards:

Your student ID card can be obtained in the Student Development office on any Campus once you have registered and paid for your classes. You will need your student ID card to access campus services such as the Library and Testing Center. The first student ID card is free. There is a \$5 fee for a replacement card. Student IDs can be used for library access, testing purposes, and discounts in the community.

Student Assistant Program (SAP):

Valencia College is interested in making sure all students have a rewarding and successful college experience. Valencia students can get immediate help with issues

dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management, relationships, or any other problems associated with school, home or work. BayCare Behavioral Health Student Assistance Program (SAP) services are free to all Valencia students and are available 24 hours a day by calling (800) 878-5470. Free face-to-face counseling is also available.

Disclaimer:

Changes to this syllabus may be made in the best interest of student performance. Your instructor reserves the right to make changes to the syllabus and timeline and will notify you if this occurs.

Course Timeline

Week	Lesson	Assignments
1 1/9 - 1/13	Introductions IMathAS Instructions Sections A1 – B4	IMathAS Practice Assignment IMathAS Homework Pre-Chapters A & B IMathAS Lab A 50 minutes lab attendance
2 1/16 - 1/20	Sections C1 - C4 No class 1/16/2017	IMathAS Homework Pre-Chapter C IMathAS Lab B 50 minutes lab attendance
3 1/23 - 1/27	Sections D1 – E4, 1.6 and 1.7	IMathAS Homework Pre-Chapters D & E; Chapter 1 IMathAS Lab C 50 minutes lab attendance
4 1/30 - 2/3	Attitude & Motivation Study Skill Pre-Chapters & Chapter 1 Test	IMathAS Test: 2/1/2017 IMathAS Lab D 50 minutes lab attendance
5 2/6 - 2/10	Sections 2.1 – 2.7	IMathAS Homework Chapter 2 IMathAS Lab E 50 minutes lab attendance
6 2/13 - 2/17	Time Management Study Skill Chapter 2 Test	IMathAS Test: 2/15/2017 IMathAS Lab 1 50 minutes lab attendance
7 2/20 - 2/24	Sections 3.1 – 3.5	IMathAS Homework Chapter 3 IMathAS Lab 2 50 minutes lab attendance
8 2/27 - 3/3	Sections 4.1 – 4.7	IMathAS Homework Chapter 4 IMathAS Lab 3 50 minutes lab attendance
9 3/6 - 3/10	Utilizing Learning Support Resources Chapters 3 & 4 Test	IMathAS Test: 3/8/2017 IMathAS Lab 4 50 minutes lab attendance
10 3/13 - 3/17	No classes Spring Break	
11 3/20 - 3/24	Sections 5.1 – 5.5	IMathAS Lab 5 Part 1 50 minutes lab attendance
12 3/27 - 3/31	Sections 5.6 – 5.10	IMathAS Homework Chapter 5 IMathAS Lab 5 Part 2 50 minutes lab attendance
13 4/3 - 4/7	Information Processing & Quantitative Literacy Chapter 5 Test	IMathAS Test: 4/5/2017 50 minutes lab attendance
14 4/10 - 4/14	Sections 6.1 – 6.5 Test Taking Strategies Study Skill	IMathAS Homework Chapter 6 IMathAS Lab 6 50 minutes lab attendance
15 4/17 - 4/21	Chapter 6 Test Final Examination Review	IMathAS Test: 4/17/2017 IMathAS Review for Final Examination 50 minutes lab attendance
16 4/24 - 4/30	Final Examination	IMathAS Final Examination: Wednesday 4/24/2017 10:00am - 12:30pm