

Madison Area Technical College
Course Syllabus - Spring 2007
Introduction to College Mathematics (#54701) 804-106-0603
8:30-9:45am MW, Room D229

Instructor: Laura Goadrich

Office: Room D403E **Office Phone:** 608-259-2923 **E-mail:** lgoadrich@matcmadison.edu

Office hours:

10-11am & 3:30-4:30pm MW

10am-12 & 3:30-4pm TR

or by appointment

The teaching schedule for my other courses this semester:

4:30-6:50pm TR	Algebra Concepts	Room D415
2:30-3:20pm MTWR	College Algebra	Room D229
11:30-1:50pm MW	Principles of Geometry	Room D433
12:30-1:45pm TR	Intro to College Math	Room D229

Course Description:

Basic computational skills are reviewed and fundamental mathematical concepts from algebra, geometry, trigonometry, and statistics are developed. The topics covered in this course are fractions, decimals, ratios and proportions, percent, geometry and measurement systems, data interpretation and presentation, basic algebraic concepts, and right angle trigonometry. Additionally, how-to study mathematics, how-to approach problem solving, and the use of calculators as mathematical tools will be addressed.

Course Prerequisites:

None.

Required:

Text: Introduction to College Mathematics: Text and Workbook, 1st ed., by AlLehnen, *et. al.* (MATC)

Materials: scientific calculator

Grade Scale:

Chapter Exams (4 total @ 20% each)	80%
Final Exam (Optional)	(20%)
Requested homework/handouts	15%
<u>Class participation</u>	<u>5%</u>
Total percentage	100%
Extra Credit (5 total @ 2% each)	10%

Make-up Test Procedure:

If a student is not able to take a scheduled examination at the announced time, a make-up examination will be administered. Make-up exams will **only** be administered to students who inform the instructor of conflicts within the *first two weeks* of class about their inability to take the exam at the scheduled time. Missed examinations will be taken within two class sessions of the scheduled date. Talk with the instructor about the procedure for taking missed examinations.

Requested homework will only be accepted on the class day specified by the instructor at the beginning of the class.

Late Assignments:

You have two "late day coupons" for the entire semester. These coupons may be used to turn in an assignment on the following class day. These coupons work only for homework assignments, not on exams or extra credit assignments. Once you have used up your two late days, late assignments will not be accepted for a grade.

Final Course Grade:

All work assigned will be graded. Tests, assignments, and participation will determine your grade. If necessary, after the final exam has been taken, the class average will be moved up to a B (80 points). This is accomplished by raising all student scores the same amount of points to move the class average up to an 80. Then your extra credit will be added in and your final grade will be determined using the scale below.

Final grades assigned for the course will be:

A	92 – 100%
AB	88 – 91.9%
B	80 – 87.9%
BC	77 – 79.9%
C	68 – 76.9%
D	60 – 67.9%
F	0 – 59.9%

Assignment Grades:

All student tests will be returned to the student not later than the two following class meetings. Student work will be returned at the beginning of the class session or after class. At the end of the quarter, any work not returned will be held for one additional semester and will then be disposed of. You will receive a progress report posted on Blackboard after each exam. It is your responsibility to tell your instructor of any grading discrepancies (by presenting your graded work) within one week after the report has been posted.

Methods of Learning:

In order to be successful in this class, the student should:

1. Complete the homework assigned before coming to the next class session. **DO NOT FALL BEHIND** in accomplishing assignments! It is very difficult to catch up on the work once you do. A guideline for an average student is to spend two hours on homework for each hour spent in class.
2. Bring questions to class about homework problems you have found difficult to complete.
3. Work problems as they are discussed in class, answer questions asked in class, and **ASK QUESTIONS** if you do not understand the material. I am available during office hours and at other times by appointment to discuss any questions not covered during a class meeting.
4. Take notes in class and read the textbook material covering the work covered in class. Some students find it helpful to read the material that will be covered before coming to class so that they are familiar with the lecture material. Then, after class, they reread and review class notes. Reading mathematics is not a spectator sport and must be approached differently than reading a novel, short story, drama, or poetry. A mathematics text is meant to be read with pencil in hand and paper available: work out the examples following the authors' steps or try to beat the authors' to the finish and make notes about what is confusing or unclear for later reference and questioning in class.
5. Work with friends, other class members, or the learning center personnel. If needed, do drill work with materials from the learning center. Use the videotapes and software available there.
6. If problems arise, contact the instructor!

Course Content:

The subject matter of this course of study is presented in two different formats: classroom presentation by the instructor, and printed material in the text. Topics that are not specifically addressed in class but are covered in the text are the responsibility of the student to master. Additionally, some material may be covered in class that is not directly addressed in the text. In either case, it is the student's responsibility to master all course content

Attendance Statement:

Attendance will be recorded at the beginning of each class session. The instructor is required to submit your attendance at the end of the semester. It is the student's responsibility to notify the instructor and make arrangements to complete exams missed due to an absence.

Student Withdrawal:

Any student who is no longer attending class should withdraw. Failure to officially withdraw will result in a Failing grade (F).

Academic Honesty Statement:

It is expected that each student will complete his/her own scored assignments and exams. If the instructor judges that dishonesty occurs, no credit will be given for the work in question. The college disciplinary policy is available in the counseling/advising center.

Expectations:

As a student studying mathematics, you should be committed to allocating a **minimum** of six to eight hours a week of outside the classroom work. Concepts learned in class must be reinforced by doing problems at home. Completing assignments will insure that you are actively participating in the mathematics and not just observing the mathematics. This is an essential prerequisite for the successful completion of this course.