**Fall 2013 Math and Study Strategies Learning Community**

**Math 10 CRN** **41466**

**Monday, Wednesday, 10:15am – 12pm in GRV 107**

**HD 101 CRN 41550**

**Monday, Wednesday, 12:45am – 2pm in MOD 103**

**Math Instructor:** Kathy Smith **Phone:** 541-383-7418 (office)

**Email:** kmsmith@cocc.edu 541-317-8936 (home) *between 9am & 9pm only*

**Fax:** 541-318-3785 *(be sure to number all pages and include both* ***my*** *name and your name on your paper)*

**Office:** 216 Grandview **Office Hours (in GRV 216):** Monday 3 – 4pm;

or by appointment Tuesday 9 – 10am and 1 – 2pm;

 Wednesday 3 – 4pm;

 Thurs 2 – 3pm;

**Texts:** *Basic College Mathematics*, 7th edition by Tobey and Slater (or Second Custom Edition for COCC)

 ISBN:9780321747594 (or ISBN:9781256799474 for custom edition)

 *Mastering Mathematics: How to Be a GREAT Math Student,* 3rd edition by R. Smith

 ISBN:9780534349479

**Other Materials:** You will need a calculator for this course (see ‘Technology” section below for details). Also, an organized notebook and a few colored pens or pencils will be helpful for you.

**Getting Help Outside of Class:** There is free tutoring available in the Tutoring Center (541-383-7539), which is downstairs in the library. There are math tutors available during the normal library hours. Getting together with a study group can also be an effective way to get questions answered and clarify your understanding. I am also available (see office hours above) and you may also call me with questions. It is your responsibility to be sure that all your questions are answered.

**Special Concerns**: Students with documented disabilities who may need accommodations, who have any emergency medical information the instructor should know of, or who need special arrangements in the event of evacuation, should make an appointment with the instructor as early as possible, no later than the first week of the term. You may also wish to contact the COCC Disability Services Office at 541-383-7583 (Boyle Education Center Mall).

Every student of the Central Oregon Community College district will be given equal educational opportunities regardless of age, disability, gender, marital status, national origin, color, race, religion, sexual orientation, or veteran status.

**Withdraw Policy:** Any student who does not attend ***all*** classes (including labs) during the first week **will be dropped** as per college policy. Except during the first week, lack of attendance **does *not*** constitute a withdrawal. After the first week of classes, students who wish to withdraw **must** complete a "drop" form and turn it in at the Boyle Education Center. Starting November 18, an instructor’s signature is required to drop.

**Grading:** Grade will be based on homework, individual and group activities, journal (see separate handout), unit tests, and final exam. Regular attendance is extremely important. Many of the assignments will be based on activities done during class time. If you miss class, you may not be able to make up the corresponding assignment. Grades will be posted in Blackboard and it is your responsibility to verify all grades are correct. In the event of an error in your posted grade, please contact me as soon as possible.

**In-Class Activities:** During many class sessions there will be an in-class activity. In-class activities may not be made up. These may occasionally take the form of a quiz.

**Exams (65% of total grade):** There will be two unit exams (20% each) and a ***cumulative final exam (25%) on Wednesday, December 11 from 10:15am-12:15pm***, all held in our regular classroom. Tests missed due to absence may be made up only when ***prior*** arrangements are made. The percent score you receive on the final will replace a lower exam score at the end of the term if it will benefit your course grade. Only one exam score will be replaced. If your score on the final is the lowest percent score for any exam, no grade will be replaced.

**Homework Assignments (35%):** Homework provides essential practice. Assignments need to be completed by their due dates. Exceptions *must* be cleared with the instructor. An assignment turned in prior to 5pm on the day following the due date will receive no penalty. Assignments turned in after 5pm on the day following the due date will receive an automatic 20% penalty. An assignment will be given no credit if turned in more than one week after the due date. The exception to this policy is that no late work will be accepted for credit for a section after the exam is given over that section. Also, **no late assignments will be accepted for credit after Friday, Dec 4.** Organization and neatness are important and need to be considered as assignments are being done. Practice is one of the keys to being successful in mathematics and I consider homework an important part of the learning process. If notebook paper from a spiral binder is used, please remove all ragged edges before coming to class. Assignments will be posted in Blackboard **following** the class period in which they are given. If the assignment posted on the Web differs from that given in class, the assignment given in class will be considered the “official” assignment.  Information posted on the Web is advisory only and not an official record for the quarter. Be sure to keep all assignments – sometimes the same assignment will be part of both our math class and our study strategies class.

**Technology:** You will need an inexpensive calculator for this course.  Calculators that have built in fraction computation abilities and/or are part of cell phones, PDA’s or other send/receive technology will not be allowed in testing situations. Cell phones need to be turned off during class.  If it is necessary to place or receive a phone call or text message during class time please leave the room during this time.  Taking or placing cell phone calls or text messages during tests is not appropriate.  If you have an emergency that might require someone contacting you during a test, please let me know ahead of time.

**Important College Dates:**

Friday, Oct 11 Fall tuition due

Monday, November 11 Veteran’s Day Holiday – No classes – college closed

Friday, November 15 Last day to drop for no grade on transcript

NOTE: Ceasing to attend class after the first week does not constitute a withdrawal and will result in an F grade at the end of the quarter. After November 4 an instructor’s signature is required to drop.

Monday, November 18 Winter term registration begins

Thurs & Fri, Nov 28,29 Thanksgiving Holiday - No classes – college closed

 Wed, Dec 4, 6pm Last day to drop (signature needed) with W on transcript

**Wed, Dec 11 Final Exam, 10:15am – 12:15pm**

**Student behavior:** We are here to work and to learn. I expect you to be respectful of the classroom environment, your fellow students, and the time set aside for our class. Specifically, I expect you to abide by the guidelines explained in the COCC Student Rights and Responsibilities Handbook. The most up-to-date version of this handbook can be found at:

<http://www.cocc.edu/Student-Life/Rights_and_Responsibilities/> **Ideas for Increasing Your Success in Math Class**

* **Attend every class**. Missing one class can put you two classes behind. Not only will you be behind the material covered in the class you missed but you will have difficulty following the new material being covered when you get back. Take complete notes in class -- by taking notes, you will have a permanent record of the material covered in class.
* **Form a study group**. Get the phone numbers or emails of other students in the class and make a habit of calling each other to compare homework questions and answers.
* **Set aside enough time to study**. You should be studying at least two to four hours for every hour you spend in class -- previous students have averaged fifteen hours a week of studying. Set aside regular studies times, and stick with them!
* **Do your studying as soon after class as possible**. This will allow you to work while the information from class is still fresh and will allow you time to seek assistance as needed.
	+ First go over your notes and fill in any details and questions you missed during class.
	+ Then do the assigned reading, comparing your notes with any handouts and the text. Work through examples from the textbook.
	+ Then work the homework problems -- make sure you check every answer as you go along, so you know if you're on the right track.
* **Do every assigned problem**. If you get stuck, you have several options:
	+ Try a similar problem which has an answer in the back of the book.
	+ Check the solutions manual, which explains the odd problems.
	+ Check the HW key in the tutoring center.
	+ Call and ask a classmate or a member of your study group.
	+ Come see me, e-mail me, or call me at work or at home.
	+ Go to the tutoring center and ask for help -- it's free, and they're open most days of the week!
* **Do extra problems if you need extra practice.**
* **Check your answers before you come to class**. You should check with each other, with the back of the book, with me. You need to know what your mistakes are as you work, so that you can correct them and learn from them. It is your responsibility to do and to check your homework as you go.
* **Look over the sections we will be covering BEFORE class**. In this way, you'll have a head start on understanding everything that's covered in class.
* **Remember that everyone can learn mathematics**. The most common mistakes leading to failure to learn are not giving yourself enough time to study and not asking enough questions -- come to office hours whenever you have questions!

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| **Set yourself up for success:*** Come to every class. Do not allow yourself to fall behind. Remember that you should (and probably will) spend 2 – 3 hours outside of class for every hour in class.

(If you miss class, you are still responsible for the material we covered, and any announcements I may have made during that class. I don't usually have time to make special arrangements to make up for your not coming to class.)* Pay careful attention, take good notes, and ***actively*** participate. Do homework problems.
* Do your homework -- ask questions when you need help! Discuss problems with your classmates.
* Pay attention to marks and comments on your graded papers. Come to my office hours and/or the tutoring center to get **your questions answered.**
* Review carefully for tests.

**Remember -- I want you to succeed and I am here to help!** |

**Mth 10: Developmental Math**

**Course Description**: The goal of Mth 10 is to introduce mathematics and its applications, explain language and symbols used in basic mathematics, and emphasize study and learning skills necessary for success in future math courses, while helping reluctant students of math overcome their anxiety toward math and taking math classes.

Topics for Mth 10 include whole number, fraction and decimal concepts and computations. Emphasis in this course is to provide students with conceptual understanding, leading to computational fluency. An introduction to probability provides one example of fraction applications. Group activities and projects, writing assignments, and hands on work with manipulatives are critical components of this course.

**Performance Based Outcomes in Mathematics**

Students who successfully complete any mathematics course at Central Oregon Community College will:

1. *Work independently to explore mathematical applications and models, and to develop algebraic/symbolic, graphical, numerical, and narrative skills in solving mathematics problems.*

2. *Work as a member of a group/team on projects or activities that are designed to explore mathematical applications and models.*

3. *Use both written and oral skills to communicate about mathematical concepts, processes, complete mathematical solutions and their implications.*

4. *Use a variety of problem solving tools including symbolic/algebraic notation, graphs, tables, and narratives to identify, analyze, and solve mathematical problems.*

5. *Develop mathematical conjectures and use examples and counterexamples to examine the validity and reasonableness of those conjectures.*

6. *Create and analyze mathematical models of real world and theoretical situations, including the implications and limitations of those models.*

7. *Use appropriate technologies to analyze and solve mathematics problems, and verify the appropriateness and reasonableness of the solution(s).*

**Specifically, students who complete Math 10: Developmental Math will:**

• use a variety of problem-solving techniques to analyze and solve problems from a variety of disciplines. Techniques will include exploring patterns, developing mathematical models, working backwards, creating tables of data, estimating the reasonableness of an answer using a calculator or other appropriate technology. 1, 2, 3, 4, 5, 6, 7

• use rectangles to model multiplication. 1, 2, 3

• describe and use divisibility rules for 2, 3, 4, 5, 6, 8, 9, and 10. 1, 3, 5

• use divisibility rules to determine factors of a given number. 1, 4

• define prime numbers and write a number as a product of prime numbers (with and without exponents). 1, 3

• use fraction kits (or a similar manipulative model) to describe concepts and computations involving fractions. 1, 2, 3, 5, 6

• perform computations and solve problems involving fractions. 1, 2, 4

• collect data from simulations and analyze the probability of a multi-stage event (for example, when two dice, or coins are tossed or two spinners are spun). 1, 2, 3, 4, 5, 6

• perform computations and solve problems involving decimals. 1, 2, 4

• use correct order of operations to simplify expressions involving whole numbers, decimals, and fractions. 1, 7

• understand and identify place value for whole and decimal numbers and write whole numbers in expanded form. 1, 7

• round whole and decimal numbers and use rounding to estimate the answer to problems involving calculations with whole numbers, decimals, and fractions. 1, 4, 7

• write whole numbers and decimals in word form and standard form. 1, 7

• use symbolic notation for “less than” and “greater than” to compare whole numbers, decimals, and fractions. 3, 4, 7

The numbers above refer to the corresponding **Performance Based Outcomes in Mathematics** on the previous page.