

Math 60 Syllabus

Course Information:

Course Title:	Algebra I
Course Number and CRN	Mth 60 CRN – 11011 (10:15am); 11760 (11:30am)
Course Credits:	4 credits
Course Date:	Winter 2015
Classroom Meeting Times:	Tu Th (10:15am-11:20) and (11:30am-12:35)
Course Location:	HCC190

Instructor:	Liz Coleman
Office	GRV 214
Phone	541-383-7414
e-mail	ecoleman@cocc.edu (See http://www.cocc.edu/ecoleman/ for more info)
Office Hours	MWF 9:10 - 9:40 in MOD 102; MWF 12:55 - 1:25 in GRV 110 T Th 1:00-2:00 in GRV 214; SMART Lab T Th 9:00-10:00 in GRV 234&235

Course Description: MTH 60 is a beginning algebra course and the first term in a two-term sequence in Elementary Algebra. MTH 60 has a two-fold goal: first, to introduce/develop basic algebra skills and second, to apply those skills to (level-appropriate) real-world problems. More specifically, Mth 60 is designed: (1) to expand/extend "order of operations" to real numbers, (2) to develop and practice the basic concepts of algebra together with the basic operations on algebraic expressions and linear equations, (3) to develop and practice the solution techniques for linear equations, (4) to develop the relationship between verbal, numeric, algebraic, and graphical representations (specifically lines). These concepts will be used to form the foundation of modeling and solving applied, real-world, and theoretical mathematics problems which are presented in this course.

MTH 60 has the competencies from MTH 20: Pre-Algebra as prerequisites; no prior knowledge of algebra is assumed, and the course is not college-transferable

Prerequisite: Mth 20 with a grade C or higher, or by proper placement test score, or by instructor approval.

Learning Outcomes:

- Use the arithmetic of real numbers and order of operations
- Model and solve applied, real-world, and theoretical mathematical problems requiring solving linear equations by coordinate graphing, number lines, creating tables, and directly solving equations
- Model and solve applied, real-world, and theoretical mathematical problems requiring solving systems of linear equations by coordinate graphing and the addition methods
- Represent mathematical relationships using tables, graphs, and equations
- Graph using a two-dimensional Cartesian coordinate system that includes labeling axes, plotting points, and emphasizing the graphing of lines.

Instructional Methods: This course uses a variety of instructional methods including lecture, class discussions, and small group work.

Textbook & Materials:

Textbook Title:	Software: Intermediate and Introductory Alg. by D. Franklin Wright Textbook is optional.
ISBN:	9781932628784
Publisher:	Hawkes Learning Systems www.hawkeslearning.com
Hawkes School ID	COCCCOMBO , you will need this to register your software
Materials	<i>Pencils, spiral bound notebook to keep your notes and work from HLS Homework.</i>

Topics and Assignments:

See Hawkes software and my website, <http://www.cocc.edu/ecoleman/> for assignments and reading guide. The calendar of due dates is the on the last page of the syllabus. My website can be accessed from COCC's home page and by clicking on the "Campus Directory" button.

Assessment:

The following grading scale will be used in this course:

A > 90 Exceptional	B 80-85 Very Good	C 68-75 Satisfactory
A- 88-89 Superior	B- 78-79 Good	D 60-67 Just Passing
B+ 86-87 Excellent	C+ 76-77 Satisfactory	F < 59 Not Passing

HLS Homework: 20%; Quiz: 10%; In-class work: 10%; Exams (2): 40%; Final: 20%

HLS Homework (20%)

Daily homework will be handled electronically through the Hawkes Learning System (HLS). Homework points are earned in the "certify" portion of the software. A homework assignment is certified when at least 80% of the questions are answered correctly. All homework earns 100% if it is certified by the due date. A late penalty of 5% is assessed per day for 5 days. Certifies completed 6-10 days late will incur a 25% late penalty. No credit is given for Certifies completed more than 10 days late. Your lowest two homework scores will be dropped from your overall grade.

Quizzes (10%): There are seven quizzes and all quizzes **must be taken in the SMART lab**, in GRV 234&235. A quiz is due each Friday during any week there is no test. Quizzes will be available from the Saturday before they are due until the Friday due date. The quizzes consist of around 10 questions. *At least one question is from material covered since the beginning of the term.* You can take each quiz as many times as you would like, but they must be taken in the SMART lab. The best score will be recorded in the grade book. All quiz due dates are firm, i.e. **you may not take a quiz late.** Your lowest one quiz score drops from your overall grade.

In Class work: (10%) See the next page for more explanation.

Exams (40%): There are two midterm tests this quarter. The due dates are set for the weeks of January 26th and February 23rd. The test will be available one week prior to their due date. All tests will be taken electronically in the SMART Lab under the supervision of Lab Instructors unless other arrangements have been made. The second test includes a percentage of problems over the material from the first test, in addition to the new material covered. Only one attempt is allowed on a test and no test scores are dropped. **Test DUE DATES are firm – again, no late tests.** Contact me before the end of the test due date in the case of an extreme emergency.

SMART Lab Testing Rules

1. No Notes or Books Allowed.	2. Calculators Allowed; Scientific, Graphic, or Hawkes.
3. No phones allowed while testing.	4. Use only provided scratch paper --- no notebooks.
5. Turn in scratch paper when finished.	6. No headphones allowed while testing.
7. All backpacks, books, and notebooks must be placed on the floor.	8. Unlimited time for the test, WITHIN LAB HOURS.

Final (20%):

The Final Exam must be taken electronically in the SMART Math Lab under the supervision of lab instructors. Students have from Monday until the Thursday of Finals Week to complete the Final Exam. The final must be completed by Thursday, March 19th at 7:00pm. The final is comprehensive.

In-Class work (10%): Additional points will be accumulated throughout the term by completing and turning in Reading Guides (RG), Daily In-Class Work (DW), and additional projects. Due dates for these will be posted in class. No late work will be accepted so to accommodate unforeseen absences you will only need 85% of the total points to earn 100% for the In-Class portion of your grade

All work that is turned in for grading, or to be checked off, must be done in PENCIL, please

Daily reading assignments from my directory website: Most days a reading assignment, from the Reading Guide, will need to be turned in at the beginning of class. You will not have time to work on them in class. The tentative due dates for each section are on the calendar located on the next page. No late reading assignments will be accepted. There are 15 reading assignments at 4 points each for 60 points.

Daily worksheets/in-class written problems: We will have some sort of written work that will be checked off or collected for grading during every class meeting. These written practice problem sets are due at the *beginning* of the next class meeting. There are 20 class days at 4 points a day for a total of 80 points.

There will be some other written assignments handed out and collected throughout the term.

Students Rights and Responsibilities:

Please read the [Students Rights and Responsibilities](http://www.cocc.edu/Student-Life/Rights_and_Responsibilities/) (http://www.cocc.edu/Student-Life/Rights_and_Responsibilities/) handbook.

Student Insurance:

Students are not covered by medical insurance while on campus or involved in college classes and activities. Students are responsible for their own medical and dental insurance coverage.

Americans with Disabilities Statement:

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 second week of the term. Students may also wish to contact Anne Walker (383-7743, Boyle 124) in the COCC Disability Services Office.

COCC Non-Discrimination Policy:

Central Oregon Community College is an affirmative action, equal opportunity institution. It is the policy of the Central Oregon Community College Board of Directors that there will be no discrimination or harassment on the basis of age, disability, gender, marital status, national origin, race, religion, sexual orientation, or veteran status in any educational programs, activities or employment. Persons having questions about equal opportunity and non-discrimination, please contact Human Resources for referral to the appropriate personnel, (541) 383-7236.

Dropping a Class/Audits:

The end of the 7th week of the term is the last day to change from a grade to an audit, or vice versa. This date is also the last day to drop a course without receiving a W on your transcript. After the 7th week and by the end of the Wednesday prior to finals week, you may drop a course and receive a W on your transcript only with permission from your instructor.

Other important dates:

Jan 9	Last day to begin attendance in a new class
Jan 16, 5pm	Tuition due and last day for full refund
Jan 19	Martin Luther King Day (no classes); College is closed
Feb 20, 5pm	Last day to drop classes with no grade on transcript
March 11, 6pm	Last day to withdraw, receive a "W" grade (need instructor's signature)
March 16-19	Finals Week

Disclaimer: *The contents of this syllabus are subject to revision at the discretion of the instructor.*

MATH 60 – WINTER 2015 – DEADLINES

(CLASS MEETS ON TUESDAYS and THURSDAYS)

	MONDAY (Bend Lab: 9-8) (Redmond Lab: 10-1pm)	TUESDAY (Bend Lab: 9-8) (Redmond Lab: Closed)	WEDNESDAY (Bend Lab: 9-8) (Redmond Lab: 10-1pm)	THURSDAY (Bend Lab: 9-8) (Redmond Lab: Closed)	FRIDAY (Bend Lab: 11-3) (Redmond Lab: 10-1pm)	SATURDAY (Labs Closed)
JAN 5 JAN 10		Class Meets (Intro, 1.1a, 1.1b, topics covered each class meeting)		Class Meets (1.2, 1.3) Starting this class, you will be turning in IN-Class work from the previous class.	1.1a 1.1b (These are Certify due dates)	
JAN 12 JAN 17	1.2 1.3	Class Meets (1.4, 1.8) 1.1,1.2 RG due	QUIZ #1 (1.1ab, 1.2)	Class Meets (2.1a, 2.1b, 2.1c) 1.3,1.4, 1.8 RG due	1.4 1.8	
JAN 19 JAN 24	No Classes College Closed (MLK Day)	Class Meets (2.2) 2.1a, 2.1b, 2.1c 2.1 a-c RG due	QUIZ #2 (1.3, 1.4, 1.8)	Class Meets (2.3a, 2.3b) 2.2 RG due	2.2	
JAN 26 JAN 31	2.3a 2.3b	Class Meets (2.4) 2.3 a-b RG due	TEST #1 (1.1-1.4, 2.1, 2.2)	Class Meets (2.5) 2.4 RG due	2.4	
FEB 2 FEB 7	2.5	Class Meets (3.1, 3.2) 2.5 RG due	QUIZ #3 (2.3ab, 2.4)	Class Meets (3.3) 3.1,3.2 RG due	3.1 3.2	
FEB 9 FEB 14	3.3	Class Meets (3.4) 3.3 RG due	QUIZ #4 (2.5, 3.1, 3.2)	Class Meets (In-Class Graphing) 3.4 RG due	3.4	
FEB 16 FEB 21		Class Meets (Graphing)	QUIZ #5 (3.3, 3.4)	Class Meets (4.1)		
FEB 23 FEB 28	4.1	Class Meets (4.2) 4.1 RG due	TEST #2 (Chapter 2&3)	Class Meets (4.3) 4.2 RG due	4.2	
MAR 2 MAR 6	4.3	Class Meets (4.4a) 4.3 RG due	QUIZ #6 (4.1, 4.2)	Class Meets (Extra for Ch 4) 4.4a RG due	4.4a	
MAR 9 MAR 13		Class Meets (8.1)	QUIZ #7 (4.3, 4.4a)	Class Meets (Final Review) 8.1 RG due	8.1	Complete ALL certifications by Sunday!
Final Exam Completion DUE by Thursday, March 19th, begin it before 4pm!						