

MAT -075 Pre-Algebra Course Syllabus (CRN 31583)
Fall semester 2010
Three Rivers Community College
Norwich, CT 06360

Instructor Information:

Meg Wichser (Wick' sir)

Office Location: Student Services, A Wing, #108

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Email: mwichser@trcc.comnet.edu

Course Description

This course focuses on basic arithmetic and pre-algebra skills. The topics covered in this course include: whole numbers, fractions, decimals, signed numbers, proportions, percents, algebraic expressions and equations, elements of geometry, and an introduction to problem-solving. This course is a pre-college level course and does not count towards requirements for graduation. (See Course Evaluation-Grades).

Required Text

Martin-Gay, Elayn, Pre algebra, sixth edition
(Note: the fifth edition may be used as well)

Attendance

Attendance is essential in successfully completing this course. Attending class regularly is expected and will be a factor in the final assessment of student performance. *Should you miss class, it is YOUR responsibility to get the notes and assignments for that class from a classmate.*

Materials: Recommended materials include:

- A folder for handouts
- A two-section notebook or binder (one section for notes; one section for homework)
- #2 pencils
- A simple "stand alone" calculator; calculators on electronic devices are not permitted; calculators will be allowed for certain chapters only.

COURSE ASSESSMENT

Content Mastery Assessment: A mastery assessment will generally be given on two to three chapters with certain exceptions. Four chapter assessments will be given. Chapter assessments will equal a total of sixty percent of the course grade. *Twenty percent* of the course grade will be for homework (completed when checked by the instructor) and the *final twenty percent* will be from the final exam.

Assessment Make-ups

Assessments that are missed will only be available for make-up if the student has an extenuating circumstance and has spoken to the instructor prior to the test.

Homework: Homework will be checked periodically during the semester for a total of 10 times. Students will receive 2 points for each time homework is completed when due and checked by the instructor. Homework includes reading the chapters/ sections in preparation for class, completing the homework assignment/s and coming to class with questions or specific problems you don't understand.

Method of Assessment

- | | |
|------------------------|-----|
| 1. Mastery Assessments | 60% |
| 2. Homework | 20% |
| 3. Final Exam | 20% |

<u>Grades</u>	<u>Equivalent</u>
A#	94 – 100
A-#	90 – 93
B+#	87 – 89
B#	83 – 86
B-#	80 – 82
C+#	77 – 79
C#	73 – 76
C-#	70 – 72
D+#	67 – 69
D#	63 – 66
D-#	60 – 62
F#	Below 60

This course is a pre-college level course; this course does not count toward degree/graduation requirements.

This course requires a grade of C or better to pass and go on to the next level math course, MAT 095-Elementary Algebra. In pre-college courses, grades are designated on grade reports and transcripts with a # sign following the grade, example: B#.

Calculators are only allowed during certain portions of the class.

Class Cancellation

Should the college close due to inclement weather or an unforeseen emergency, it will be posted on the college website, www.trcc.comnet.edu, and will be on local TV and radio station lists of closings.

If class is cancelled by the instructor due to illness or an emergency, a notice will be placed on the classroom door and every effort will be made by the instructor to notify students through email.

Course Withdrawal Policy

A student who finds it necessary to discontinue the course must complete a withdrawal form in the Registrar's Office and is urged to discuss his/her situation with the instructor BEFORE deciding to withdraw. The deadline to withdraw from a course for the fall 2010 semester is

Students who do not withdraw from the course but stop attending and/ or do not complete the course will, by necessity, be assigned an "F#".

Academic Integrity Policy

Academic integrity is essential in all aspects of college coursework and learning.

Each student is expected to demonstrate his/her knowledge and mastery of the course content on each assessment and the final exam.

Should a student cheat on an assessment or the final, he/ she will be given an grade of “F” and will not be allowed to make-up that assessment or final exam.

The College’s policy on academic integrity is contained in the Three Rivers 2010-2011 College Catalog and Three Rivers Student Handbook 2010-2011 posted on the TRCC website at www.trcc.commnet.edu or available in hard copy from Student Services.

Cellular Phones and Beepers

Cell phones and beepers are allowed in class **only** if they are turned off in “silent” mode. Under no circumstances are phones to be answered in class nor will text messaging be allowed. When there are extenuating circumstances that require that a student be available by phone or beeper, please speak to the instructor prior to class, so that together they can arrive at an agreement for that class period.

For the sake of all members of the class, the instructor reserves the right to ask any student violating the above policy to leave the class.

Class Conduct

- Respect toward each person.
- Student Behavior: “The college has the right and responsibility to take appropriate action when a student’s conduct directly and significantly interferes with the College’s educational mission and the rights of others to pursue their education objectives in an environment conducive to learning.” (*TRCC Student Handbook*)

Communicating with the Instructor

Should students find it necessary to inform the instructor of illness or an emergency precluding class attendance or ask a question via email, please be sure to put “MAT075” in the subject line and indicate your name, first and last, in your email.

When leaving a message on voicemail, please speak clearly, include a return phone number with area code, and leave your first and last name and indicate you are calling about math class.

Disabilities Statement

Students with hidden or visible disabilities who may require special classroom or test-taking accommodations and support services are strongly encouraged to notify the instructor and to make an appointment to see Chris Scarborough within the first two weeks of the course.

Contact information: Chris Scarborough, Learning Specialist, 860-892-5751; cscarborough@trcc.commnet.edu

Please note: Chris shares his time between Three Rivers and QVCC so he is available at Three Rivers on a part-time basis.