MATH 100: Introduction to Algebra – Spring 2020 (Lecture Class)

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Office Hours: Tuesday and Thursday 1:10 - 2:10 PM
or by an appointment

MyMathLab Technical Support: 844 292 7017

Sect.	CRN	Class Time	Days	Location	MML Course Code
505	33663	11:30 AM – 1:10 PM	Tues./Thurs.	A-141	lawson22854

COURSE DESCRIPTION: This is a pre-college mathematics course. Topics covered include a short review of arithmetic with real number, linear equations, polynomials, factoring, formulas, graphing, and applications problems. (4 Credit Hours).

- Prerequisites/placement: Minimum Next Gen ACCUPLACER Arithmetic score of 244 or Math ACT score of 14.
- Co-requisite: MATH 1996: Critical Thinking for Math.
- While MATH 100 provides credit toward establishing a full-time load for financial aid purposes, this course does NOT satisfy UNM general education core course requirements.

COURSE STUDENT LEARNING OUTCOMES:

Upon successful completion of the course, students will be able to:

- Add, subtract, multiply, and divide positive and negative numbers, including integers, fractions, and decimals.
- Use the correct order of operations when simplifying a numerical expression.
- Solve linear equations in one variable.
- Solve word problems involving linear equations in one variable.
- Graph simple linear equations.
- Calculate the slope of a line between two points.
- Find the equation of a line from pairs of points or a point and a slope.
- Simplify expressions with integer exponents.
- Use Scientific Notation in elementary arithmetic calculations.
- Add, subtract, multiply, and divide polynomials.
- Factor lower-order polynomials.

COURSE MATERIALS:

Textbook: "Developmental Mathematics," 2nd edition, by Sullivan, Struve, Mazzarella.

- Required: Appropriate MyMathLab (MML) access code (do not purchase a generic code, in this case the code is book specific). You may purchase the 18-week access code for a lower price, but you *cannot* upgrade to the lifetime code once you purchase the restricted one.

Do not purchase a MyMathLab access code that gives you fewer than 24 months access.

- Optional: You may "upgrade" your access by purchasing a hardcopy of the book directly from Pearson for an additional cost (between $50 and $60 before tax).
- There will be copies of the book on reserve for use in the library (you will not be able to take the book from the library home). ***Be sure to request which chapter you need when checking out the book.***

Other Requirements:

- Reliable access to a computer or tablet, and Internet. ***A computer (laptop or desktop) is recommended.*** Preferred browsers are Chrome, Firefox, or Safari. Preferred operating systems are Windows or Apple. Some applications in MyMathLab work best while using Google Chrome.
- Administrative rights to download free software or plug-ins or add-ons on the computer you plan to use for this course. The first time you login to the MyMathLab (MML) homepage, run the Installation Wizard to make sure you have all the appropriate software installed. ***Also, make sure you are allowing popups.***
- Pearson account. If you have used any of the Pearson My Lab products before, you can use the same account you created the first time you used it. Otherwise, you can create an account when you register in MyMathLab (MML) for this class. Register by going to mymathlab.com.
- Access to UNM Learn. You will use your UNM NetID to log into UNM Learn. You may access it directly via learn.unm.edu
- Standard or Scientific calculator. This ***cannot*** be an app on your cell phone or mobile device.
- Adobe Reader (a free download), preferably version 11.0 or better.

ATTENDANCE/PARTICIPATION:
You are expected to be *on time* to each class and stay the *entire* class, have the necessary course materials on hand, and participate in the lecture and/or group activities to receive full credit for attendance each day.

> **Absences:** I do expect an email/notification within 24 hours of your absence. I will excuse up to 3 class days missed. Even if you miss class, you are still expected to complete **all** the in-class and MyMathLab assignments. Unexcused absences will lower your Math 100 attendance grade by 10% each.

Here are the reasons I may drop you from the class:

- If you miss the first week of the semester.
- If you have 3 or more absences during the first three weeks of the semester.
- If you are not registered in MML and completing assignments by the end of the first week you are in the class.

If you added late, your counted absences start the day you registered for the class.

EXPECTATIONS: Students are expected to conduct themselves in a polite, courteous, professional and collegial manner. Cell phones must be *set on silent* and *be out of sight* during class. No food or drink is allowed in computer labs. In the classroom, if you would like to have water with you, be sure it is in a closed container that will not spill.

Time for This Course: Plan to spend a *minimum* of 9 to 12 hours per week ***in addition to class time***. There is no guarantee you will pass if you dedicate this amount of time, you still need to learn the material and use your time wisely, but those who pass generally are the ones who spend the time needed to do the work to learn the material.

COURSE GRADE:

- Attendance/Notes/Class Participation 20%
- Online Homework/Quizzes 30%
- Midterm Exam 20%
- Cumulative Final Exam* 30%

Total 100%

****You must score at least a 70% on the final exam and have a course average of 70% or better to earn a passing grade in the course.***

GRADING SCALE:
Depending on the grading option you have chosen, your final course letter grade will be determined as shown below.

Letter Grade	**Overall Course Points/Course Average**
RA	70% or better on final ***and*** 90% or better course weighted average
RB	70% or better on final ***and*** 80% to 89% course weighted average
RC	70% or better on final ***and*** 70% to 79% course weighted average
RCR	70% or better on final ***and*** 70% or better course weighted average
RNC	Any score on the final ***and*** less than 70% course weighted average *OR* less than 70% on the final exam

HOMEWORK:
Homework is assigned nearly every week based on the 14 units in the course outline. Weekly assignments in MML must be completed not later than beginning of class of the next week for full credit.

QUIZZES:
There will be a quiz for each unit that will come from the homework. Save these quizzes to use when studying for your midterm and final exams.

DO NOT consider any of the grades posted in MyMathLab as representing your actual grade.

MIDTERM EXAM:
Your midterm exam will occur at about the half-way point in the course. Use this exam as a trial run for your final exam – i.e. prepare for it in the same way you would prepare for your final. The exam is written (pencil-paper) given in class and you can use a stand-alone calculator (see above) on the exam. Even if your final answer to a problem is correct, ***if there is no work or explanation to support your solution you will not receive full credit for that question***. A formula sheet will be provided for each exam. The formula sheet must be submitted with the exam.

You can make corrections to your midterm exam to improve your score. To earn back up to half the points missed, you must complete an error analysis for each problem missed and rework the problem on a ***separate*** sheet of paper. The correction paper is vertically divided in half: The problem must be reworked on the LEFT side of the paper, and the RIGHT side must contain your verbal explanation of correct step by step process.

FINAL EXAM:
Your final exam will be cumulative (include topics from the entire course). The exam is written (pencil-paper) given in class and you can use a stand-alone calculator (see above) on the exam. Even if your final answer to a problem is correct, ***if there is no work or explanation to support your solution you will not receive full credit for that question.*** A formula sheet will be provided for each exam. The formula sheet must be submitted with the exam.

You must score at least a 70% on the final exam and have a course average of 70% or better to earn a passing grade in the course.

SUPPORT: If you are struggling in this course, do not be afraid to ask for help! Here are some options:

- Ask My Instructor: Please use the Ask My Instructor button in MyMathLab. This button is available in the MML homework and sends a message to my email with a link to the question. Do not just send the link, tell me where in the problem you are struggling.
- Office Hours: See my office hours listed at the beginning of this syllabus. Feel free to come by, log in for online office hours (if available), or make an appointment to get help.
- Study Groups: You may work together with other members of our class. However, if there is an assignment that is to be submitted individually, that assignment should be your work not copies from your group.
- SI Tutors: There may be schedule SI tutoring sessions to help you with topics specific to this course. Check in the Learning Commons/Math Center for a schedule.
- Free Tutoring: The Math Center at Valencia campus has free tutoring and open labs. Call 505-925-8907 for more information. CAPS on main campus also provides tutoring if you live in Albuquerque or are at main campus.
- Student Services: There are various services provided in our Student Services Department. See below about equal access. Also, we have a testing center, advising, and career placement available: Valencia Student Services

OTHER IMPORTANT INFORMATION:

Equal Access: In accordance with University Policy 2310 and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructor's attention, as I am not legally permitted to inquire. Students who may require assistance in emergency evacuations should contact the instructor as to the most appropriate procedures to follow. Contact Accessibility Resource Center at 277-3506 for additional information.

If you need an accommodation based on how course requirement interacts with the impact of a disability, you should contact me to arrange an appointment as soon as possible. At the appointment we can discuss the course format and requirements, anticipate the need for

adjustments and explore potential accommodations. I rely on the Disability Services Office for assistance in developing strategies and verifying accommodation needs. If you have not previously contacted them I encourage you to do so.

If you are a Valencia campus student, contact Equal Access Services at Valencia Campus, Jeanne Lujan at (505)925-8910 or Valencia Student Services. If you are a main campus student you can receive documentation from the main campus Accessibility Resource Center. I will not guarantee accommodation without the appropriate documentation.

Collegial Behavior: I will expect from you respectful adult behavior. Engaging in disruptive or unruly behavior could result in your being asked to leave, at which time you will be counted absent and a referral will be sent to the Associate Dean of Student Services. Continuing to behave in this way could result in your being dropped from the course. Disruptive or unruly behavior includes but is not limited to:

- texting or talking on your cell phone at any time during class,
- continually talking with your neighbor when we are not working on a group activity,
- working on homework from another class,
- reading material or watching media on a mobile device not related to this course or at a time that is inappropriate,
- refusing to participate in the class activities.

Academic Integrity: Having academic integrity is paramount to your success in any class. Plagiarism or cheating is not tolerated. Any instance of this will result in a grade of zero for that assignment. Here is the link to the UNM Academic Dishonesty Policy: https://policy.unm.edu/regents-policies/section-4/4-8.html. The policy states:

> *Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, up to and including dismissal, against any student who is found guilty of academic dishonesty or who otherwise fails to meet the expected standards. Any student judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course.*

Academic Dishonesty is defined as:

> *"Academic dishonesty" includes, but is not limited to, dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; misrepresenting academic or professional qualifications within or without the University; and nondisclosure or misrepresentation in filling out applications or other University records.*

Title IX Statement: In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees" by the Department of Education (see pg. 15 - http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding sexual misconduct, see: https://policy.unm.edu/university-policies/2000/2740.html

Math 100: Introduction to Algebra T/Th Lecture Schedule (*Schedule is subject to change)*

Week	Dates	Sections / Topics	Assignments
1	01/21-01/23 T/Th	Introduction and *Unit 1:* Sec. 2.1, 2.2, 2.3	
2	01/28-01/30 T/Th	*Unit 1 cont.* Unit 1 Quiz* *Unit 2:* Sec. 2.4, 2.5, 3.1, 3.2	MML Unit 1 Homework due 01/29 by 11:59 PM
	01/31 F	**Last day to add a course (5pm)**	
3	02/04-02/06 T/Th	*Unit 2 cont.* Unit 2 Quiz* *Unit 3:* Sec. 3.3, 3.4	MML Unit 2 Homework due 02/05 by 11:59 PM
	02/07 F	**Last day to drop a course without a grade (5pm)**	
4	02/11-02/13 T/Th	*Unit 3 cont.* Unit 3 Quiz* *Unit 4:* Sec. 3.5, 3.6	MML Unit 3 Homework due 02/12 by 11:59 PM
5	02/18-02/20 T/Th	*Unit 4 cont.* Unit 4 Quiz* Unit 5: Sec. 8.1, 8.2, 8.3	MML Unit 4 Homework due 02/19 by 11:59 PM
6	02/25-02/27 T/Th	*Unit 5 cont.* Unit 5 Quiz* *Unit 6:* Sec. 8.4, 8.6	MML Unit 5 Homework due 02/26 by 11:59 PM
7	03/03-03/05 T/Th	*Unit 6cont.* Unit 6 Quiz* *Unit 7:* Sec. 8.8	MML Unit 6 Homework due 03/04 by 11:59 PM
8	03/010-03/12 T/Th	***Review*** **Midterm Exam**	MML Unit 7 Homework due 03/09 by 11:59 PM
3/15 – 03/21 Spring Break			
10	03/24-03/26 T/Th	Unit 7 Quiz* *Unit 8:* Sec. 11.1, 11.2, 11.3	MML Unit 8 Homework due 03/30 by 11:59 PM
11	03/31-04/02 T/Th	Unit 8 Quiz* *Unit 9:* Sec. 11.4, 11.6	MML Unit 9 Homework due 04/06 by 11:59 PM
12	04/07-04/09 T/Th	Unit 9 Quiz* and *Unit 10:* Sec. 12.1 *Unit 11:* Sec. 12.2, 12.3*	MML Unit 10 Homework due 04/10 by 11:59 PM
13	04/14-04/16 T/Th	Unit 10 Quiz* and *Unit 11 cont.* *Unit 12:* Sec. 9.1, 9.2	MML Unit 11 Homework due 04/15 by 11:59 PM
	04/17 F	**Last day to drop without Dean's Permission (5pm)**	
14	04/21-04/23 T/Th	Unit 11 Quiz* and *Unit 12 cont.* *Unit 13:* Sec. 9.3, 9.4	MML Unit 12 Homework due 04/22 by 11:59 PM
15	04/28-04/30 T/Th	Unit 12 Quiz* and *Unit 13 cont.* *Unit 14:* Sec. 9.5, 9.6	MML Unit 13 Homework due 04/29 by 11:59 PM
16	05/05-05/07 T/Th	Unit 13 Quiz* and *Unit 14* ***Review***	MML Unit 14 Homework due 05/06 by 11:59 PM
05/08 F Last day to drop with Dean's permission/change grade mode with form (5pm)			
Final Exam: Thursday May 14, 2020 at 12:00 – 2:00 PM			