

Instructor: Precious Andrew

email: pandrew@unm.edu

Office: Online via Zoom or email

Office Hours/Study Sessions: Most Mondays and Wednesdays 1:15-3:15, most Tuesdays and Thursdays 1:25-2:25 or by appointment

MECS Division Chair: Elaine W. Clark ewclark@unm.edu

Sect. CRN Meeting Times
 503 53678 **Online via Zoom** Tuesdays and Thursdays 12:55-1:20pm

Course Description

Study session for Math 1215 with an emphasis on problem solving. Offered on a CR/NC basis only. (1 Credit Hour).

Textbook: None**Corequisite:** Math 1215**Grades:** Your grade will be based on the following allocation of points.

Math 1215 Lecture Notes	50%
Attendance/Participation in Class Meetings	50%
Total	100%

How Grades Are Determined:

CR: 70% or better course weighted average

NC: Less than 70% course weighted average

Course Format:

1 - You will be attending online lectures/problem sessions during the scheduled meeting time. Here we will work additional examples from Math 1215. These must be attended in their entirety just as if you were in a classroom lecture. You should take careful notes during these.

2 - You will submit lecture notes from your Math 1215 class (not this Math 106 class!) once per week – on Fridays. Take notes on each and every example from each lecture of your 1215 class. Most of you are in my 1215 course – a couple have different instructors. You will write down every example and all steps shown to reach a solution. These notes should be labeled clearly, organized, and neat and clear. **I will be grading the lecture notes for both completeness and neatness.** You'll be submitting these via UNM Learn. They must be submitted as one readable pdf file **once per week – on Fridays.**

Late work is not accepted. Instead, to account for absence, technology issues, etc., I will drop two low scores from the lecture notes category and excuse two absences from attending the 106 class. After this, points will be deducted. **You should submit assignments early and contact me with any issues.** That way we can resolve the problem before the item is due.

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.
- Adobe Reader and Adobe Flash Player.
- Access to UNM Learn. You will use your UNM NetID to log into UNM Learn. You may access it directly via learn.unm.edu
- Scanner or scanner app on your device.

Here are some of the reasons you may be dropped from the class:

- If you miss the first week of the semester – never log into UNM Learn or communicate with the instructor.
- If you show minimal progress during the first three weeks of the semester. Minimal progress can be defined as
 - Not attending class meetings.
 - Not submitting lecture notes.
- If you don't submit 3 or more assignments.
- If you miss 3 or more scheduled meeting times.

If you added late, documentation of absences starts the day you registered for the class.

Expectations: Students are expected to conduct themselves in a polite, courteous, professional, and collegial manner in any online communications with the instructor or other students. Students are expected to do their own work on the assignments and tests. Students are expected to set aside dedicated time each week to work on their assignments. Students are expected to stay up with posted deadlines for this course.

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

- Office Hours: See your instructor's office hours listed at the beginning of this syllabus. Feel free to log in for online office hours or make an appointment to get help.
- Study Groups: You may work together with other members of the class. However, if there is an assignment that is to be submitted individually, that assignment should be your work not copies from your group.
- Free Tutoring: The Math Center at Valencia campus has free tutoring available online to help with your course content questions as well as question about using tools. Send an email to tutor@unm.edu to schedule an appointment.

- 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](#)

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, Cheryl Dilger at cdilger@unm.edu 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.

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>