Welcome to Math 099.501: Pre-Algebra!
Spring 2022

Instructor:
> Cindi Goodman
> email: cyndia@unm.edu
> Office: LRC 109
> Phone: 925-8573

Class Details:
> T/Th 8:00 am-9:40 am
> VCTC 108
> CRN 38279
> MML Course ID:
> > goodman38279

Instructor led study sessions
> Mon/Wed 3:00 pm – 4:00 pm
> Tues/Thurs 11:00 am – 12:00pm

Instructor led online study sessions
> Thurs 1:30 pm – 2:30pm
> or by appointment

Zoom link:
> https://unm.zoom.us/j/94360342143
> Password: mathhelp

MECS Division Chair:
> Ariel Ramirez
> aramirez8@unm.edu

COURSE DESCRIPTION
This course prepares students for algebra. Topics include operations on fractions and decimals, ratios, proportions and percent, sign number operations, and elements of algebra and word problems. CR/NC.

Course Goals:
The goals of this course include:
- Helping students explore and review the foundations of mathematics so that they have a strong grounding in prerequisite knowledge for future mathematics courses.
- Helping students discover how they can apply mathematics through problem-based learning.

Credit-hour Statement: This is a four credit-hour course. Class meets for two 100-minute sessions of direct instruction for sixteen weeks during the Fall 2022 semester. Please plan for a minimum of eight hours of out-of-class work (or homework, study, assignment completion, and class preparation) each week.

Student Learning Outcomes/Course Objectives
The following are the objectives for the course. Each section will have specific learning objectives listed on the Overview Page. The activities in that section are developed so that you can demonstrate you have met these objectives:

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

1. Demonstrate an understanding of the meaning of, and add, subtract, multiply, and divide integers.
2. Demonstrate an understanding of, and correctly use, the order of operations and exponents.
3. Simplify simple algebraic expressions.
4. Solve basic linear equations.
5. Demonstrate an understanding of the meaning of, and add, subtract, multiply and divide whole numbers, fractions, and decimals.
6. Convert between decimal, fraction, and percent notation.
7. Use ratios and proportions to solve problems.
8. Find the absolute value of a number.
9. Demonstrate an understanding of the concept of a variable.
10. Solve basic percent problems.
11. Use the above skills to solve simple applications problems

Prerequisites and Co-requisites
Minimum ACCUPLACER score of 237-243 (Arithmetic), math ACT score of 13-14, or LCPMAS score 2. Co-requisite: MATH 1996: Problem Solving for Algebra.

Technical Skills and Requirements

To participate and succeed in this class, you will need to be able to perform the following basic technical tasks:

- Use UNM Canvas
- Use email – including attaching files, opening files, downloading attachments
- Copy and paste within applications including Microsoft Office
- Use Microsoft Office applications to create, download, update, save and upload MS Word documents
- A high-speed Internet connection is highly recommended.
- Supported browsers include Chrome, Firefox, or Safari. Preferred operating systems are Windows or Apple.
- Any computer capable of running a recently updated web browser should be sufficient to access your online course. However, bear in mind that processor speed, amount of RAM, and Internet connection speed can *significantly* affect performance. ***Some programs that use mathematics will not work well on mobile devices such as smartphones or tablets.***
- Microsoft Office products are available free for all UNM students (more information on the UNM IT Software Distribution and Downloads page)
- Please update your contact information in Loboweb: When you log into MyUNM, Enter LoboWeb. Click on the Personal Information link to make sure your contact information is up to date.
- Laptops may be available for checkout for the Fall semester from the UNM-Valencia Library. Contact the librarians for more information.

- **Four function handheld calculator for homework, classwork, and exams. This cannot be an app on your phone.**

Technical Support

- For UNM Canvas Technical Support: (505) 277-0857 (24/7) or use the "Create a Tech Support Ticket" link in your course.
- For UNM-Valencia IT Support: (505)925-8911

Textbook and Supplemental Materials

Required Textbooks:

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

Required Supplementary Materials:

Required: Appropriate MyMathLab (MML) access code (do not purchase a generic code, in this case, the code is book specific). You are encouraged to purchase the lifetime code since this will be used in the next two math courses. 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.

Course registration code: goodman29438

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).

Course Work and Participation:

Instructor Response Time

I routinely check the course for postings or emails, Monday (7 am) – Friday (noon), and sometimes on the weekend. You can anticipate a 24 to 48-hour response from me, Monday – Thursday. I will try and respond to all weekend (Friday afternoon to Sunday) emails and postings by noon on Monday or earlier. I prefer all communication through Blackboard Learn.

Procedures for Completing Coursework

- Homework will be done on MyMathlab. Online homework is due by Midnight, Monday night following unit completion.
- Quizzes must be taken at arranged time in class without notes or assistance.
- All written homework work is due at the beginning of class Tuesday following the unit completion.
- Work with a study group or study buddy on homework and assignments. You can collaborate and work together on everything except the quizzes.
- The final project will be a compilation of work done with a partner over the entire semester. The sections will be graded and returned and can be revised and resubmitted as needed up until the final project is due.

Expectations for Participation

Students are expected to do the following:

- Schedule the time required. (9-12 hrs per week)
- Learn how to navigate in Canvas.
- Communicate with one another in team projects.
- Keep abreast of course announcements.
- Use the UNM email as opposed to a personal email address.
- Keep the instructor informed of class-related problems or problems that may prevent the student from full participation.
- Address technical problems immediately.

Grading Procedures

• Attendance—		
in class on time and for the entire class	5 points each day	5 %
• Participation—		
take part in class discussions and activities	5 points each day	5 %
• Online homework—		
Due Monday night before 11:59 pm	10 points each	15 %
• Written homework—		
Due at the beginning of class Tuesday	10 points each	20 %
• Chapter Quizzes		
Taken in class	10 points each	20 %
• Capstone project	100 points total	35%

Work turned in will returned with comments within 48 hours, usually less. Grades will be posted and updated in UNM Canvas weekly. If you have a question about your posted grade, contact your instructor.

Grading Scale

Final grades will be based on the sum of all possible course points as noted above. Percentage of available points

Grade	
90 -100	RA
80 -89	RB
70 -79	RC
< 70	RNC

Drop Policy:
- Students who do not attend during the first week of classes may be dropped from this class and Math 1996.
- Students who miss more than three consecutive days during the first three weeks of class may be dropped from this class and Math 1996.
- Students who miss more than three days during the semester will be on notice and may be dropped from this class and Math 1996.

Do not depend on me to drop you if you decide not to take the class. You are responsible for withdrawing if you decide not to complete the course. If you are dropped or withdraw from Math 099 or Math 1996, you will be dropped from the other class.

Communication on change in modality: The university may direct that classes move to remote delivery at any time to preserve the health and safety of the students, instructor and community. Please check your email and your UNM Learn site regularly for updates about our class, and please check https://bringbackthepack.unm.edu regularly for general UNM updates about COVID-19 and the health of our community. If this occurs, there will be no in person office hours.

COVID-19 Requirements: COVID-19 Health and Awareness. UNM is a mask friendly, but not a mask required, community. To be registered or employed at UNM, Students, faculty, and staff must all meet UNM's Administrative Mandate on Required COVID-19 vaccination. If you are experiencing COVID-19 symptoms, please do not come to class. If you have a positive COVID-19 test, please stay home for five days and isolate yourself from others, per the Centers for Disease Control (CDC) guidelines. If you do need to stay home, please communicate with me at [ ]; I can work with you to provide alternatives for course participation and completion. UNM faculty and staff know that these are challenging times. Please let us know that you need support so that we can connect you to the right resources and please be aware that UNM will publish information on websites and email about any changes to our public health status and community response.

UNM COVID-19 requirements are subject to change relative to guidance from the New Mexico Department of Health. Thank you for keeping the Lobo community safe!

FOR MILITARY-CONNECTED STUDENTS
There are resources on campus designed to help you succeed. You can approach any faculty or staff for help with any issues you may encounter. Many faculty and staff have completed the GREEN ZONE training to learn about the unique challenges facing military-connected students. If you feel that you need help beyond what faculty and/or staff can give you, please reach out to the Veterans Resource Center on main campus at 505-277-3181, or by email at vrc@unm.edu. The Veterans Coordinator at UNM-Valencia is in the Student Services Office, at 505-925-8560.

Equal Access:
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 (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.

UNM Policies: This course falls under all UNM policies for the last day to drop courses, etc. Please see or the UNM Course Catalog for information on UNM services and policies. Please see the UNM academic calendar for course dates, the last day to drop courses without penalty, and for financial disenrollment dates.

Equal Opportunity and Non-Discrimination

Our classroom should always be one of mutual respect, support and kindness without fear of harassment or discrimination of any kind.

My office is a Safe Zone area and students are welcome anytime I am on campus.

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). 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.

Read more about UNM policy regarding sexual misconduct.

Copyright Issues

All materials in this course fall under copyright laws and should not be downloaded, distributed, or used by students for any purpose outside this course.

The UNM Copyright Guide has additional helpful information on this topic.

Accessibility and Accommodations

If you need accommodations, please reach out to me so we can make arrangements for your learning path. The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides reasonable accommodations for their disabilities. If you have a disability requiring accommodation, please contact:

- UNM-Valencia Student Services if you are a Valencia campus student. The phone number is 505-925-8560
- UNM Accessibility Resource Center in 2021 Mesa Vista Hall if you are a main campus student. The phone number is 505-277-3506.

Information about your disability is confidential, and your instructor cannot refer you for accommodations. Be aware that you will need to provide documentation. If you need assistance in obtaining documentation, the offices above can assist you.

Academic Integrity, Plagiarism, and Not Doing Your Own Work

UNM has specific policies concerning academic dishonesty: https://policy.unm.edu/regents-policies/section-4/4-8.html

What Constitutes Cheating*:* Cheating is any behavior that short circuits *your* learning. This can range from mindlessly mimicking what you see in the readings or examples, to simply copying someone else's solution, to paying someone to complete the assignment or course for you. The use of any program or app like Chegg, Wolfram Alpha, PhotoMath and others on your computer or phone to copy down solutions for homework, quiz, or exam questions constitutes plagiarism and cheating. If you ask for help from someone other than the instructor or a tutor and then just copy down what they tell you, that is also cheating. In all your assignments you should demonstrate what you understand. If you do not understand, ask for help from your instructor!

For Military Connected Students

There are resources on campus designed to help you succeed. You can approach any faculty or staff for help with any issues you may encounter. Many faculty and staff have completed the GREEN ZONE training to learn about the unique challenges facing military-connected students. If you feel that you need help beyond what faculty and/or staff can give you, please reach out to the Veterans Resource Center on main campus at 505-277-3181, or by email at vrc@unm.edu. The Veterans Coordinator at UNM-Valencia is in the Student Services Office, at 505-925-8560.

MATH 099: Pre-Algebra - Fall 2022 Schedule (subject to change)

Week	Dates	Written Homework Assignments	MML Homework due	Written Homework due	Projects due
1	8/22-8/28	Sec. 2.1 page 73: #68, 78, 82, 107 Sec. 2.2 page 82: #102, 108, 126, 132 **Project Intro and 2.1**	28-Aug	30-Aug	Thursday
2	8/29-9/4	Sec. 2.3 page 88: #88, 106, 118, 124 Sec. 2.4 page 95: #58, 62, 84, 87 **Project 2.2**	4-Sep	6-Sep	2.1
3	9/5-9/11	Sec. 2.5 page 105: #60, 106, 130, 144 **Project 2.3**	11-Sep	13-Sep	2.2
4	9/12-9/18	Sec. 3.1 page 160: #74, 116, 118, 141 Sec. 3.2 page 173: #100, 118, 120, 124 **Project 3.1**	18-Sep	20-Sep	2.3
5	9/19-9/25	Sec. 3.3 page 182: #50, 78, 86, 110 **Project 3.2**	25-Sep	27-Sep	3.1
6	9/26-10/2	Sec. 3.4 page 195: #44, 76, 100, 106 **Project 3.3**	2-Oct	4-Oct	3.2
7	10/3-10/9	Sec. 3.5 page 203: #32, 38, 46, 56 **Project 3.4**	9-Oct	11-Oct	3.3
8	10/10-10/16	Sec. 3.6 page 215: #84, 86, 88, 90	16-Oct	18-Oct	
9	10/17-10/23	Sec. 4.1 page 249: #120, 124, 126, 134 Sec. 4.2 page 259: #92, 94, 120, 128 **Project 4.1**	23-Oct	25-Oct	3.4
10	10/24-10/30	Sec. 4.3 page 268: #100, 106, 110, 128, 145 **Project 4.2**	30-Oct	1-Nov	4.1
11	10/31-11/6	Sec. 5.1 page 316: #46, 62, 66, 70, 73	6-Nov	8-Nov	
12	11/7-11/13	Sec. 5.2 page 328: #52, 66, 92, 102 **Project 4.3**	13-Nov	15-Nov	4.2
13	11/14-11/20	Sec. 5.3 page 336: #52, 64, 94, 100, 101 **Project 5.1**	20-Nov	22-Nov	4.3
14	11/21-11/27	Sec. 7.1 page 485 #102, 104, 109 **Project 7.1**	27-Nov	29-Nov	5.1
15	11/28-12/4	Sec. 7.2 page 493 #54, 64, 68	4-Dec	6-Dec	7.1
16	12/5-12/11	Complete assignments / Project Presentation			