

MATH 100: Introduction to Algebra - SPRING 2019 (Lecture Class)

Instructor: Michelle Godfrey

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OFFICE HOURS: Mondays and Wednesdays 11:30am – 12:30pm In the Math Center/LRC

Section	Class Time	Meeting Days	Meeting Location	MML Course Code
505	4:00pm – 5:40 pm	M/W	A-131	Godfrey45459

COURSE DESCRIPTION: This is a pre-college mathematics course. Topics covered include linear equations, polynomials, factoring, formulas, graphing, and applications problems and include a skills laboratory. (4 Credit Hours).

Prerequisites/placement: Minimum ACCUPLACER score of 57-101 (Arithmetic), or math ACT score of 16. Co-requisite: MATH 193: Critical Thinking for Math.

COURSE STUDENT LEARNING OUTCOMES:

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

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

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).

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.
- 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. 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.
- 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.
- Grading for Attendance:
 - 1) 10 Points for full class time
 - 2) 7 Points for showing up Late
 - 3) 5 Points for emailing me that you will not make it
 - 4) 0 Points for no show

Absences: I do not require you to give me any sort of documentation for missing up to 3 class days. Even if you miss class, you are still expected to complete the assignments posted in MML. You will only be excused for any in-class activity we did.

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 the computer labs.**
- **Time for This Course:** Plan to spend a *minimum* of 9 to 12 hours per week for this class. 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.

HOMEWORK:

- Homework is assigned every week based on the 14 units in the course outline. Weekly assignments in MML will be posted with a due date. It must be submitted by the due date. However, you can go back into any homework after the due date and work on any missed or uncompleted problems for 50% credit.

EXAM:

- One exam will be given during the term. Students are expected to clearly show their work. The test will be a paper/pencil test where students are expected to show all work to get full credit. A formula sheet will be provided for each exam. The formula sheet must be submitted with the exam.
- You can make corrections to the test to improve your grade only if the practice test is **completed and turned in** when the test is taken. To earn back up to half the points missed, corrections need to be made 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 what was done incorrectly on the quiz for that problem.

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

- Ask My Instructor: Please use the Ask My Instructor button in MyMathLab. This button is available in the computational assignments and in the quizzes 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 or log in for online office hours, or make an appointment to get help.
- Form study groups: You may work together with other members of our class.
- 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 for which I can get documentation.
- 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 interact 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: Since I assume you are all adults, 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.
- Only students enrolled in the class can be in the classroom during class time

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>

COURSE AVERAGES:

Attendance/Notes/Class Participation	15%
Homework	30%
Exam	25%

Cumulative Final Exam*

30%

***You must score at least a 70% on the final exam and have a course average of 70% or better (700 or more total points) to earn a passing grade in the course.**

GRADING SCALE: While you will receive credit toward establishing a full-time load for financial aid purposes for Math 100, this course is NOT accepted to satisfy UNM core degree requirements. Students in this course will receive the following grades:

Letter Grade	Overall Course Score
A	90% or better
B	80% to 89%
C	70% to 79%
CR	70% or better
NC	Less than 70%

Math 100: Introduction to Algebra (Spring 2019) (*Course outline is subject to change*)

Week	Dates	Sections / Topics	Assignments
1	1/14-1/16 M/W	Introduction <i>Unit 1: Sec. 2.1, 2.2, and 2.3</i>	Orientation in MML
2	1/21-1/23 M/W	<i>Unit 2: Sec. 2.4, 2.5</i> No Class on Monday 1/21 in Observance for Martin Luther King Jr. Day	MML Unit 1 Homework due
	1/25 F	Last day to add/drop a course (5pm)	
3	1/28-1/30 M/W	<i>Unit 2: 3.1, and 3.2</i> <i>Unit 3: Sec. 3.3</i>	MML Unit 2 Homework due
	2/1 F	Last day to drop a course without a grade (5pm)	
4	2/4-2/6 M/W	<i>Unit 4: Sec. 3.4, 3.5, and 3.6</i>	MML Unit 3 Homework due
5	2/11-2/13 M/W	<i>Unit 5: Sec. 8.1, 8.2, and 8.3</i>	MML Unit 4 Homework due
6	2/18-2/20 M/W	<i>Unit 6: Sec. 8.4, 8.5, and 8.6</i>	MML Unit 5 Homework due

7	2/25-2/27 M/W	<i>Unit 7: Sec. 8.8</i>	MML Unit 6 Homework due
8	3/4-3/6 M/W	Review Exam #1	
		3/10 – 3/16 Spring Break	
9	3/18-3/20 M/W	<i>Unit 8: Sec. 9.1, 9.2, and 9.3</i>	MML Unit 7 Homework due
10	3/25-3/27 M/W	<i>Unit 9: Sec. 9.4 and 9.5</i>	MML Unit 8 Homework due
11	4/1-4/3 M/W	<i>Unit 10: Sec. 9.6 and 11.1</i>	MML Unit 9 Homework due
12	4/8-4/10 M/W	<i>Unit 11: Sec. 11.2 and 11.3</i>	MML Unit 10 Homework due
13	4/15-4/17 M/W	<i>Unit 12: Sec. 11.4 and 11.6</i>	MML Unit 11 Homework due
14	4/22-4/24 M/W	<i>Unit 13: Sec. 12.1</i>	MML Unit 12 Homework due
15	4/29-5/1 M/W	<i>Unit 14: Sec. 12.2, 12.3, and 12.4</i>	MML Unit 13 Homework due
16	4/29-5/1 M/W	Review	MML Unit 14 Homework due
17	5/8	Final Exam is Wed. May 8th 4:00pm-6:00pm	