

**Instructor**

Cindi Goodman  
[cyndia@unm.edu](mailto:cyndia@unm.edu)  
 Office: LRC 109 and Zoom  
 (scheduled times)

**Class Details:**

VCTC Room 108  
 CRN 31244  
 12:15pm-1:05pm

**Instructor led study sessions:**

Mon/Wed-- in person  
 9:00-10:00 am  
 or by appointment

**Zoom link:**

<https://unm.zoom.us/j/97116951508>  
**Password:** mathhelp

**MECS Division Chair:**

Ariel Ramirez  
[aramirez8@unm.edu](mailto:aramirez8@unm.edu)

**Course Description:**

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

**Course Outcomes:**

In this course, we will explore additional problems aligned with the content covered in Math 1215XYZ or Math 1215. See Math 1215X/1215Y/1215Z or Math 1215 for complete list of the Student Learning Objectives for this course.

**Course Materials:**

Textbook: None

**Expectations:**

Students are expected to conduct themselves in a polite, courteous, professional, and collegial manner. When participating in discussions or interacting with me or other students be respectful at all times.

**Attendance / Participation (50%) / (50%)**

You are expected to be on time for class, stay the entire class, have the necessary course materials on hand, and participate in class activities to receive full credit for attendance and participation.

If you know you will be absent, please let me know by email. You are responsible for making up any work you may miss.

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

- If you miss the first week of the semester.
- You drop Math 1215X/Y

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

**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 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 Instructor led study sessions 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](#)
- Work will be graded and returned with feedback within one week of submission. You are encouraged to do corrections and resubmit any written homework or project assignments to improve your grade up to two weeks after the due date.

## 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 UNM Canvas.

## Grading: Course Averages:

Attendance 50%

Participation: 50%

## Grading Scale:

Letter Grade	Weighted Average
CR	70% or better
NC	69% or less

In the case where a student is unsuccessful in the course, if a grade is required for financial aid, please inform the professor.

## Semester Deadlines Summer 2024

- Friday, June 7, by 5:00 pm: Last day to add a class or to change credit hours or grade mode in LoboWEB.
- Friday, June 14, by 5:00 pm: Last day to drop without "W" grade and with 100% refund on LoboWEB
- Wednesday, June 19, Juneteenth Break: **No class**
- Friday, July 19, by 5:00 pm: Last day to drop *without* Dean's permission on LoboWEB. Will receive a "W" grade and will be responsible for tuition for the course.
- Thursday, July 25, by 5:00 pm: Last day to drop with the permission form.

## University Policies

**COVID-19 Health and Awareness.** UNM is a mask friendly, but not a mask required, community. If you are experiencing COVID-19 symptoms, please do not come to the campus. If you do need to stay home, please contact me at [cynthia@unm.edu](mailto:cynthia@unm.edu); I can work with you to provide alternatives for course participation and completion. Let me, an advisor, or another UNM staff member know that you need support so that we can connect you to the right resources. Please be aware that UNM will publish information on websites and email about any changes to our public health status and community response.

Support:

[PASOS Resource Center](#) (505) 925-8546, <mailto:pasos@unm.edu>. The Resource Center is an on-campus center that serves as a "one-stop" for all non-academic needs of UNM-Valencia students.

[Student Health and Counseling](#) (SHAC) at (505) 277-3136. If you are having active respiratory symptoms (e.g., fever, cough, sore throat, etc.) AND need testing for COVID-19; OR If you recently tested positive and may need oral treatment, call SHAC.

[LoboRESPECT Advocacy Center](#) (505) 277-2911 can offer help with contacting faculty and managing challenges that impact your UNM experience.

**Accommodations:** UNM is committed to providing equitable access to learning opportunities for students with documented disabilities. As your instructor, it is my objective to facilitate an inclusive classroom setting, in which students have full access and the opportunity to participate. To engage in a confidential conversation about the process for requesting reasonable accommodations for this class and/or program, please contact the UNM-Valencia Equal Access Services (Sarah Clawson, Coordinator), at (505) 925-8840 or by email at [siclawson@unm.edu](mailto:siclawson@unm.edu).

UNM is committed to providing courses that are inclusive and accessible for all participants. As your instructor, it is my objective to facilitate an accessible classroom setting, in which students have full access and opportunity.

If you are experiencing physical or academic barriers, or concerns related to mental health, physical health and/or COVID-19, please consult with me after class, via email/phone or during office hours. You are also encouraged to contact [Accessibility Resource Center](#) at [arcsrvs@unm.edu](mailto:arcsrvs@unm.edu) or by phone 277-3506.

If you are a Valencia campus student, contact Equal Access Services at Valencia Campus at (505)925-8560 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.

Any student judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question or for the course.

**Respectful and Responsible Learning:** We all have shared responsibility for ensuring that learning occurs safely, honestly, and equitably. Submitting material as your own work that has been generated on a website, in a publication, by an artificial intelligence algorithm, by another person, or by breaking the rules of an assignment constitutes academic dishonesty. It is a student code of conduct violation that can lead to a disciplinary procedure. *Please ask me for help in finding the resources you need to be successful in this course. I can help you use study resources responsibly and effectively.* Off-campus paper writing services, problem-checkers and services, websites, and AIs can be incorrect or misleading. You can only learn the course material if you complete and submit your own work. UNM preserves and protects the integrity of the academic community through multiple policies including policies on student grievances (Faculty Handbook D175 and D176), academic dishonesty (FH D100), and respectful campus (FH CO9). These are in the *Student Pathfinder* (<https://pathfinder.unm.edu>) and the *Faculty Handbook* (<https://handbook.unm.edu>).

**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 Reporting Obligations:** Our classroom and our university should always be spaces of mutual respect, kindness, and support, without fear of discrimination, harassment, or violence. Should you ever need assistance or have concerns about incidents that violate this principle, please access the resources available to you on campus, especially the LoboRESPECT Advocacy Center and the support services listed on its website (<http://loborespect.unm.edu/>). Please note that, because UNM faculty, TAs, and GAs are considered "responsible employees" by the Department of Education, any disclosure of gender discrimination (including sexual harassment, sexual misconduct, and sexual violence) made to a faculty member, TA, or GA must be reported by that faculty member, TA, or GA to the university's Title IX coordinator at the [Office of Compliance, Ethics, and Equal Opportunity](#). For more information on the campus policy regarding sexual misconduct, please see: <https://policy.unm.edu/university-policies/2000/2740.html>.

**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](mailto:vrc@unm.edu). The Veterans Coordinator at UNM-Valencia is in the Student Services Office, at 505-925-8560.

**Land Acknowledgement:** Founded in 1889, the University of New Mexico sits on the traditional homelands of the Pueblo of Sandia. The original peoples of New Mexico Pueblo, Navajo, and Apache since time immemorial, have deep connections to the land and have made significant contributions to the broader community statewide. We honor the land itself and those who remain stewards of this land throughout the generations and also acknowledge our committed relationship to Indigenous peoples. We gratefully recognize our history.