

CRN 62066 MATH 22
Pre-Algebra Mathematics

3 Credits

Fall 2009 TTH 11:15 - 12:30

INSTRUCTOR: Judith Dill
OFFICE: Mana'opono 107
OFFICE HOURS: TH 8:30 – 9:30; TTH 2:45 – 3:45
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EFFECTIVE DATE: Fall 2009

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College is committed to excellence in the liberal arts and career development; we support and challenge individuals to develop skills, fulfill their potential, enrich their lives, and become contributing, culturally aware members of our community.

CATALOG DESCRIPTION

This course prepares students who want to strengthen computation and problem solving skills before proceeding to an elementary algebra course. Includes a brief review of arithmetic, the concept of variables, using rational numbers, solving simple equations in one variable, percent, measure, ratio and proportion, geometry formulas, square roots and word problems.

Activities Required at Times Other Than Scheduled Class Times

Homework, TTC (The Testing Center - Alaka'i 106) and/or Math Lab (Mana'opono 103), retesting when necessary.

STUDENT LEARNING OUTCOMES

Student learning outcomes for this course are:

1. Utilize precise mathematical language and symbols in written and/or oral form.
2. Demonstrate proficiency in performing operations with whole numbers, fractions, mixed numbers, decimal numbers, integers, real numbers, and variable expressions.
3. Utilize fundamental properties to solve equations.
4. Use algebraic techniques to analyze and solve applied problems.
5. Employ mathematical formulas to determine measurements in geometric figures.
6. Apply concepts and principles of percents to solve applied problems.

COURSE TASKS AND GRADING INFORMATION

Students will demonstrate mastery of course objectives through assignments, in-class activities, quizzes, departmental unit exams and the final exam covering concepts and skills presented during the entire course. All assignments, quizzes and exams must be completed and submitted to the instructor at the dates and times specified by the instructor. Quizzes are usually announced during the class preceding the date of the quiz. Some quizzes may not be announced. Missed quizzes may not be made up.

In order to achieve a passing grade and receive credit for this course, **students must earn a minimum of 70% on each unit exam and a minimum of 60% on the final exam.**

The course final grade will be evaluated as follows:

| | |
|--------------------------------------|----------------------------------|
| Homework/in-class activities/quizzes | approximately 25% of total grade |
| Four unit exams | approximately 55% of total grade |
| Final exam | approximately 20% of total grade |

Each letter grade will be assigned according to the level of achievement provided in the table below:

| <u>Letter Grade</u> | <u>Definition</u> |
|---------------------|---|
| A | 90%-100% of the cumulative points possible |
| B | 80%-89% of the cumulative points possible |
| C | 70%-79% of the cumulative points possible |
| D | 60%-69% of the cumulative points possible |
| Cr | 70%-100% of the cumulative points possible |
| NC | Less than 70% of the cumulative points possible |
| N* | |
| W | Official Withdrawal |
| I | Incomplete - given when a student has failed to complete a <u>small</u> part of the course due to circumstances beyond his/her control. |

* The "N" grade indicates that the student has worked conscientiously, attended regularly, finished all work, fulfilled course responsibilities, and has made measurable progress. However, either the student has not achieved the minimal student learning objectives and is not yet prepared to succeed at the next level, or the student has made consistent progress in the class but is unable to complete the class due to extenuating circumstances, such as major health, personal or family emergencies.

Note: Cr/NC grades require written instructor consent. Students must apply for Cr/NC grading option at the Admissions office by the 10th week of classes. If a student does not apply for Cr/NC grading option at the Admissions Office by the required deadline and if s/he does not withdraw, a letter grade (A, B, C, D, F) will be assigned.

Note: W grade is given only when the student officially withdraws from the course at the Admissions Office by the 10th week of classes.

LEARNING RESOURCES

Developmental Mathematics, 7th Edition, by Bittinger and Beecher, a custom edition for Windward Community College

ADDITIONAL INFORMATION AND STUDENT RESPONSIBILITIES

ATTENDANCE: Each class meeting is a vitally important part of the course. You are expected to attend every class. If it is absolutely necessary for you to miss a class, you are still responsible for the topics and examples discussed on the day of your absence, as well as any in-class work, announcements or assignments given during the class you missed. If you are absent frequently or for an extended period of time, contact the instructor as soon as possible to assess your situation. Frequent absences will negatively affect your grade. **Students are expected to check their UH email and Lualima website for announcements on a regular basis. Students may register online for MyMathLab using Course ID# dill51294.**

TESTING: If it is absolutely necessary that you be absent on a test day, **you must notify the instructor at least one hour prior to the time of the test, either by voicemail or email.** Be sure to state the reason for your absence. If no notification is received prior to the exam date, or if the reason for absence is not justified, you will receive a score of zero for the exam. **If the absence is excused, then a make-up test will be scheduled as soon as you return to class. There are no make-up opportunities for missed graded assignments, graded in-class activities, quizzes or other graded course activities.**

RETEST POLICY: Retesting opportunities are available to help students achieve the required minimum score of 70% on unit exams. One retest is allowed without penalty for each unit test if taken by the specified deadline. The better of the two test scores will be counted towards the grade. Retests are arranged after a conference with the instructor and after successfully completing pre-retest worksheet. **No retest will be given after the unit retest deadline.** If, at the discretion of the instructor, more than one retest is given, a penalty will be assessed for the score on the second retest. Retesting will be conducted in The Testing Center (TTC) located in Alaka'i 106.

CELL PHONES, ELECTRONIC DEVICES: All electronic devices must be silenced during class.

SUCCESS IN THIS COURSE WILL BE ENHANCED BY:

1. A positive, inquiring approach toward mathematics
2. Setting aside adequate time for studying, completing all assignments, and careful assimilation of the material
3. Reading the text carefully and making use of other learning materials whenever necessary, including on-line practice
4. Seeking assistance from the instructor and the Math Lab whenever necessary
5. Being on time and prepared for every class

DISABILITIES ACCOMMODATION STATEMENT

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help you succeed in this class. Ann Lemke can be reached at 235-7448, lemke@hawaii.edu, or you may stop by Hale 'Akoakoa 213 for more information.

