MATH 24 - ELEMENTARY ALGEBRA I (3 Credits)
MWF 9:30 a.m. – 10:20 a.m.

INSTRUCTOR: Jody-Lynn Storm
OFFICE: Manaʻopono 107
OFFICE HOURS: MWF 12:30 – 1:30 p.m. and by appointment
TELEPHONE: 236-9280
EMAIL: jstorm@hawaii.edu
EFFECTIVE DATE: Spring 2009
WEBSITE: www.jodystorm.com

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 represents approximately half of a typical year algebra course. Topics include real numbers and their properties, linear equations and inequalities in one variable, the coordinate plane, linear systems in two variables, and exponents. (3 hrs. Lect.)

PREREQUISITES: Grade of C or better in Math 22 or equivalent, satisfactory math placement test score, or consent of instructor.

STUDENT LEARNING OUTCOMES

1. Utilize precise mathematical language and symbols in written and/or oral form.

2. Demonstrate proficiency in performing operations with rational numbers, and variable expressions.

3. Interpret equations/inequalities geometrically and find solutions to equations/inequalities algebraically.

4. Use algebraic techniques to analyze and solve applied problems.

5. Find slope and apply it to finding the equation of a line.

6. Utilize introductory function concepts.

7. Demonstrate proficiency in the use of rules of exponents and its applications.
Responsibilities of Students

Success in this course will be enhanced by:

1. A positive, inquiring attitude toward mathematics;
2. Setting aside enough time for studying, working on problems and thinking about the material;
3. Reading the text carefully, making use of other learning materials whenever necessary and taking class notes;
4. Seeking assistance from the instructor and the Math Lab or TLC personnel whenever necessary;
5. Regularly attending class and, notifying the instructor of an absence and responsibly obtaining all assignments and completing them by the designated date.

COURSE TASKS & GRADING

A. Mode of Instruction

The mode of instruction is primarily discussion-problem solving where the initial portion of each class period may be utilized to discuss and clarify any questions from the preceding class meeting and/or assignment, and the remaining portion is used to discuss and work on new material. After the completion of each unit of instruction, a review and an exam will be conducted.

B. Method of Grading

The student will demonstrate competency in the objectives via assignments, unit exams and/or quizzes and a final exam over concepts and skills covered in the entire course. Exams and quizzes are to be taken within the classroom environment and without any references unless otherwise stipulated by the instructor. Unless permission is granted by the instructor, assignments, exams and quizzes must be completed and submitted to the instructor at the specified date and time.

_The student must achieve a minimum of 60% of the possible points for each unit exam and a minimum of 50% of the possible points for the final exam. Without these two minimum requirements, a passing grade for the course is not possible._

Grades for this course are based on the following:

<table>
<thead>
<tr>
<th>Task</th>
<th>Points</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>4 exams @ 100 pts</td>
<td>400</td>
<td>(53% of possible pts)</td>
</tr>
<tr>
<td>7 Quizzes @ 10 pts</td>
<td>70</td>
<td>(10 % of possible pts)</td>
</tr>
<tr>
<td>Course Activities</td>
<td>130</td>
<td>(17% of possible pts)</td>
</tr>
<tr>
<td>Final Exam</td>
<td>150</td>
<td>(20% of possible pts)</td>
</tr>
<tr>
<td>Total Possible Points</td>
<td>750</td>
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Each letter grade for the course will be assigned according to the level of achievement as provided in the table below:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Definition</th>
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<tbody>
<tr>
<td>A</td>
<td>90% - 100% of the cumulative points possible</td>
</tr>
<tr>
<td>B</td>
<td>80% - 89% of the cumulative points possible</td>
</tr>
<tr>
<td>C</td>
<td>70% - 79% of the cumulative points possible</td>
</tr>
<tr>
<td>D</td>
<td>60% - 69% of the cumulative points possible</td>
</tr>
<tr>
<td>F</td>
<td>Less than 60% of the cumulative points possible</td>
</tr>
<tr>
<td>Cr</td>
<td>70% - 100% of the cumulative points possible</td>
</tr>
<tr>
<td>NC</td>
<td>Less than 70% of the cumulative points possible</td>
</tr>
<tr>
<td>N</td>
<td>See Below</td>
</tr>
<tr>
<td>W</td>
<td>Official Withdrawal</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete - given when a student has failed to complete a SMALL part of the course due to circumstances beyond his/her control.</td>
</tr>
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N Grade Definition: The student has worked conscientiously, attended class 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 posted deadline. 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 for the course.

Note: W grade is given only when the student officially withdraws from the course at the Admissions Office by the posted deadline.

LEARNING RESOURCES


MATH LAB: Mana`opono 103

THE LEARNING CENTER (TLC): Manaleo 113 – phone number 235-7498

Additional Information

1. ABSENCES:

   It is your responsibility to attend class. If you are absent, borrow a classmate's notes and copy them for the day you were absent. You are responsible for those topics and examples discussed on the day of your absence. Furthermore, you are responsible for any important announcements or homework 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 you can to discuss your situation. Frequent absences can negatively affect your grade.
2. MAKE-UP POLICY:

If you are unable to attend class on an exam day, discuss your situation with the instructor as soon as possible before the exam day. It may be possible for you to take the exam earlier than the specified day/time.

IF YOU UNEXPECTEDLY MUST BE ABSENT ON AN EXAM DAY, NOTIFY THE INSTRUCTOR BY 4 p.m. ON THAT EXAM DAY. LEAVE A VOICE MAIL MESSAGE (236-9280) or send an email message (jstorm@hawaii.edu). BE SURE TO STATE THE REASON FOR THE ABSENCE. If no notification is received by 4 p.m. on the exam day or if the reason is not justified, then you will receive a 0 for the exam and then you must take a retest. If notification is received and the reason is justified then a make-up exam will be scheduled. You must take the make-up exam as soon as possible after you return to school. The instructor has the right to determine if the reason for the absence is justified and to request documentation of the student's absence.

There are no make-up opportunities for missed quizzes, graded homework, graded in-class activities or other graded course activities.

3. CALCULATORS:

Calculators are not allowed for tests unless otherwise specified by the instructor. Calculator use is encouraged for homework problems where needed.

4. FINAL EXAM:

The final exam is cumulative. No retesting for the final is available unless the 50% minimum is not met and the 60% minimum per chapter test was met. In that event, a retest of the final exam is possible, however, the maximum score is 50% of the possible points for the final exam.

5. HOMEWORK:

Read the sections to be covered in a class session prior to that class session. As you read each section, write down terminology or symbols and its definition and properties/rules that are important. This will become helpful notes.

After reading through each section carefully, based on what you understood from your reading, you should do as many of the homework problems from those sections as you can. Those problems and concepts that you do not understand or need further clarification should be asked about on the day the section is discussed in class. Seek further assistance from the instructor if you are still having difficulties even after the class discussion of the topic. Complete, review, and analyze all of the homework problems to get a better understanding of the material. You may need to do more than the assigned homework problems to become comfortable with the concepts and skills. To succeed in mathematics, you must do problems and become comfortable at using the skills and properties.

Assigned homework problems are due at the next class period unless otherwise specified and the points earned count toward the course activities portion of your grade. This homework must be turned in on time and at the beginning of the class, unless otherwise specified. LATE HOMEWORK WILL NOT RECEIVE ANY
POINTS. You may turn in your homework before the due date and/or time without losing points. Otherwise, there will be opportunities to earn some extra credit points towards your course activities portion of your grade.

Course activities may also include other activities such as in class problems, group activities, extra credit assignments, etc.

Be sure to review and analyze your homework and other course activities after it is returned to you. This will help you to get a better understanding of the material and concepts.

6. GRADING:

To receive full credit for problems done on exams or for graded homework, you must show sufficient work in a clear and organized manner. It helps me determine where your error is (hence, you might be able to obtain partial credit) and if you are logically applying the mathematical tools learned to solve the given problem. Your work must be neat and organized. "Messy" and/or disorganized work will not receive full credit.

Each homework assignment is worth 5 points; 4 points for the assigned problems and 1 point for neatness and organization. The four lowest homework assignments will be dropped.

There are 10 assigned quizzes. Your 7 highest scores will be counted towards your grade. The 3 lowest quiz scores will be dropped (including zero scores). There will be no retests for quizzes.

7. RETESTS FOR CHAPTER EXAMS:

After each chapter exam, a chapter exam retest deadline will be given. One retest is allowed without penalty for each chapter exam if it is done by the specified deadline and the better of the two exams will count toward your grade. No retests will be given after the retest deadline.

To take a retest for a chapter exam the student must meet with the instructor to review mistakes made on the first form of the exam.

8. HELP:

Your instructor is your primary human resource for help when you are lost or having trouble. Seek help immediately if you are encountering problems even after reading and re-reading the text section(s) and listening to/thinking about the discussion in class on that section(s). See the instructor during office hours, make an appointment, email or call. Don’t wait too long to get help!! The Math lab tutors are also available for drop-in assistance on the course material.

If a crisis comes up that interferes with the class, communicate with your instructor in a timely manner. Too many students wait until it is too late to
inform their instructor about their crisis and that reduces the options that students may have to complete the course with a grade of C or better.

**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.*