MATH 24 – ELEMENTARY ALGEBRA I (3 Credits)

INSTRUCTOR: Michael Joyce
OFFICE: Mana’opono 110A
OFFICE HOURS: See website
TELEPHONE: To be announced
EMAIL: joycem@hawaii.edu, michaeljoyce217@gmail.com
WEBSITE: www.math.hawaii.edu/~mikejoyce
EFFECTIVE DATE: Spring 2014

<table>
<thead>
<tr>
<th>CRN</th>
<th>DAYS</th>
<th>MEETING TIMES</th>
<th>CLASSROOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>60090</td>
<td>TR</td>
<td>11:30 am – 12:45 pm</td>
<td>Mana’opono 113</td>
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</tbody>
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WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai‘i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide O'ahu’s Ko‘olau region and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

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.

Prerequisite: Grade of “C” or better in MATH 22, MATH 21B, MATH 19 or equivalent; satisfactory placement test score, or consent of instructor.

Activities Required at Scheduled Times Other Than Class Times

Homework, Math Lab as needed.
Math Lab: Hale La’akea

STUDENT LEARNING OUTCOMES

The student learning outcomes for the course are:

1. Utilize precise mathematical language and symbols in written and/or oral form.
2. Demonstrate proficiency in performing operations with real 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 the slope of a line and apply it to finding the equation of a line.
6. Utilize introductory function concepts.

COURSE CONTENT

Concepts or Topics

- The Real Number System
- Linear Equations and Inequalities in One Variable
- Linear Equations and Inequalities in Two Variables
- Functions
- Systems of Linear Equations and Inequalities
- Exponents

Skills or Competencies/Responsibilities of Students. Success in this course will be enhanced by:

1. a positive, inquiring attitude towards mathematics;
2. setting aside adequate time for studying and working of problems;
3. reading the text carefully and making use of other learning materials whenever necessary;
4. seeking assistance from the instructor and the Math Lab personnel whenever necessary;
5. completing assignments by the designated date;
6. regular class attendance, participation and maintaining accurate class notes.

COURSE TASKS

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 new material. Lectures, directed student explorations, group work, appropriate technologies, and projects will also be used as appropriate. After the completion of each unit, a review and an exam will be conducted.

ASSESSMENT TASKS AND GRADING

The student will demonstrate competency in the objectives by participating in and completing all class activities, by completing and turning in all assignments as requested, by taking unit tests, and by taking a final exam over concepts and skill covered in the entire course. Class activities, weekly quizzes, unit tests, and the final exam are to be taken in the classroom and without any references unless otherwise stipulated by the instructor.
It is the student’s responsibility to obtain and complete all assignments that are given in any class meeting for which the student is unable to attend. Unless permission is granted by the instructor beforehand, assignments and tests must be completed and submitted to the instructor at the specified date and time.

Points will be assigned to each graded assignment, class activity, weekly quiz, and tests as follows:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>Homework</td>
<td>300 pts</td>
<td>(30% of possible pts)</td>
</tr>
<tr>
<td>Quizzes</td>
<td>100 pts</td>
<td>(10% of possible pts)</td>
</tr>
<tr>
<td>4 Chapter Tests</td>
<td>400 pts</td>
<td>(40% of possible pts)</td>
</tr>
<tr>
<td>Final Exam</td>
<td>200 pts</td>
<td>(20% of possible pts)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>1000 pts</td>
<td></td>
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1. **Homework.** Assignments are due at the start of class on the day indicated on the homework sheet/web page. *Late homework will not be accepted.* However, there are 11 homework assignments but I will grade this out of 10. So if you do all 11, you can get extra credit! Remember to only hand in the problems to be graded (in bold on the list). These are worth 20 points. I will also ask to see all of your other problems from that assignment at that time. These are worth 10 points but will be graded solely on completion.

2. **Weekly Quiz.** Weekly quizzes will take place at the last meeting of (almost) every week. There is no make-up for a missed weekly quiz. Students must be present in class to participate. However, I will make one or two “extra credit” also, as in the homework.

3. **Chapter Test.** The four chapter tests are given in class at the end of each chapter. A chapter test will be 50 minutes in length and will be scored on a 100-point scale. *The student must achieve a minimum of 70% of the possible points for each unit test.* Without this minimum requirement, a passing grade for the course is not possible.

**Retests.** After each chapter test, a chapter retest deadline will be given. One retest is allowed without penalty for each chapter test if it is done by the specified chapter retest deadline. The better of the two test scores will count towards your grade. No retests will be given after the chapter retest deadline. Retests are arranged by appointments with your instructor.

To take a retest, all of the following must be met:

a) All problems from the Chapter Test at the end of the chapter must be completed and shown to the instructor.

b) The student must meet with the instructor to review mistakes made on the first form of the test taken.

c) Additional math activities as designated by the instructor must be completed.

d) The retest must be taken by the designated chapter retest deadline.
4. **Final Exam.** The final exam will cover the concepts and skills in the entire course. The final exam is one hour, fifty minutes in length and will be scored on a 200-point scale. **The student must achieve a minimum of 60% of the possible points for the final exam.** Without this minimum requirement, a passing grade for the course is not possible.

Retesting for the final exam is available if the 60% minimum is not met and the 70% minimum per chapter test was met. In that event, a retest of the final exam is possible, however, the maximum score of the retest is 60% of the possible points for the final exam.

**Make-up.** Make-up opportunity for a chapter test or final exam will be possible only upon a timely presentation of a serious and justified explanation of the student’s absence from the class test. The instructor has the right to request documentation of the student’s absence from the class and to determine if the absence from the class test is justified. A make-up test must be taken within one week of the in-class test unless otherwise specified by the instructor. **No more than one test may be taken by a student on a make-up basis.**

**Course grade.** If the student has achieved a minimum of 70% of the possible points for each unit test and a minimum of 60% of the possible points for the final exam, then a letter grade for the course will be assigned according to the level of achievement as provided in the table below:

<table>
<thead>
<tr>
<th>GRADE</th>
<th>DEFINITION</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>90% - 100% of the total possible points</td>
</tr>
<tr>
<td>B</td>
<td>80% - 90% of the total possible points</td>
</tr>
<tr>
<td>C</td>
<td>70% - 80% of the total possible points</td>
</tr>
<tr>
<td>Cr</td>
<td>70% - 100% of the total possible points</td>
</tr>
<tr>
<td>NC</td>
<td>&lt;70% of the total possible points</td>
</tr>
<tr>
<td>D</td>
<td>60% - 70% of the total possible points</td>
</tr>
<tr>
<td>F</td>
<td>&lt; 60% of the total possible points</td>
</tr>
</tbody>
</table>

**N grade:** "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." If you would like to request for N grade in this class, you must provide a formal letter of request to me no later than the time of final examination addressing how you have met the criteria for N grade. Then I will make a decision on whether or not you qualify for the N grade. Definition of additional grade options such as “I” can be found in WCC catalog.

**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. Consult the WCC Catalog for deadlines.

**LEARNING RESOURCES**


- Supplemental Instruction (SI): TBA
- Math Lab: La’akea (Library Learning Commons) Room 226
- Testing Center: La’akea (Library Learning Commons) Room 228
  Phone number 235-7498
- Smarthinking Online Tutors: [http://windward.hawaii.edu/smarthinking/](http://windward.hawaii.edu/smarthinking/)
- OLA (UH online tutoring program): [http://manoa.hawaii.edu/ola/](http://manoa.hawaii.edu/ola/)
- Kahn Academy Videos: [http://www.khanacademy.org](http://www.khanacademy.org)

**Additional Information**

1. **Grading on Homework, Class Activities, Weekly Quizzes or Tests.** To receive full marks for problems done on any graded activity, you must show your work neatly and completely as well as provide clear written explanations when it is asked for. Partial credit may be awarded.

2. **Absences.** It is your responsibility to attend every class meeting. Even if you are absent, you are responsible for those topics and examples covered in class that you missed. Furthermore, you are responsible for obtaining any important announcements and 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 discuss your situation. Absences and tardiness to class will have a negative impact on your success and overall grade in this course. You are allowed 3 absences without consequence. **If you are absent 4 times, your overall grade will drop by 10%, one letter grade.** You will be deducted 10% of your overall grade for every 4 absences thereafter. You are considered tardy if you come to class between 5-20 minutes after class has started. **Two tardy attendances are worth 1 absence.**
3. **Homework.** For each chapter, as you read through each section, it is recommended that you write down the words, phrase or math symbols and their meanings, formulas, and properties/rules that are important for each section. It is important for you to know these.

After reading through each section carefully, try the suggested odd numbered problems in each section. The answers to the odd numbered problems are available at the back of the textbook. Do as many as you feel is necessary to help you learn and understand the material and become comfortable with the concepts and/or properties. If you have difficulty solving problems in the section, review the material in the text and your class notes. Many examples are solved. Review the solutions to these problems. If, after checking these sources and trying to find your mistakes, you are still unable to solve a problem correctly, make a note of the exercise number so that you can ask someone for help with that problem.

Mathematics is not a spectator sport. To succeed in mathematics, you must do problems. It is often necessary to practice a skill more than the instructor requires. For example, a textbook may provide 50 practice problems in a section and the instructor may assign only 25 of them. However, some students may need to do 30, 40, or all problems. If you are an accomplished athlete, musician, or dancer, you know that long hours of practice are necessary to acquire a skill. Do not cheat yourself of the practice you need to develop skills taught in this course.

4. **Laulima.** The syllabus, course calendar, homework schedule, grades, etc. are all viewable through my website and/or Laulima. Check both regularly to stay up to date.

5. **Calculators.** Calculator use is not allowed on quizzes, tests and exams.

6. **DISRUPTIVE BEHAVIOR & ACADEMIC HONESTY**

Please respect your fellow students and act accordingly. If a student takes part in disruptive behavior, the instructor reserves the right to exclude the student immediately from the class meeting. Examples are activated beepers and cell phones, texting, making offensive remarks, prolonged chattering, smokeless cigarettes, etc.

All quizzes and exams must be done by your own individual effort. You may not consult with any classmates while taking quizzes or exams. This would fall under the guidelines of academic integrity and any evidence of cheating will result in a score of 0 for all parties involved. An “F” will be assigned to students involved in cheating and will be reported to the Dean. See [http://windward.hawaii.edu/Policies/](http://windward.hawaii.edu/Policies/) for more information on the UH system-wide student conduct code.

Graded homework assignments may be discussed with your classmates and you may seek guidance from the instructor, the Math Lab tutors, the Trio tutors (if you are a Trio client), or the SIL (if assigned to your course). However, the write up of the solution for each problem must be done on your individual effort.
7. **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 tutor is 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 or to receive a CR grade.

**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.*

| IMPORTANT DATES |
|-----------------|------------------------------------------------|
| **Jan 13** | Late registration and add/drop period begins |
| **Jan 17** | Late registration and in-person add/drop ends  
Last day for 100% refund of tuition/student fees |
| **Feb 3** | Last day for 50% refund of tuition/student fees  
Last day for erase period (withdraw without a W) |
| **Mar 20** | Last day to withdraw with a "W" or choose CR/NC grade option  
Last day to make up "I" grade from fall semester |