

<b>MATH 70 (6392)</b>	<b>SYLLABUS</b>	<b>MEYER SPRING 2017</b>
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**Classroom:** Founder’s Hall 151 (East)

**Meeting Times:** 9:35-10:45 MTWTh

**Office:** Founder’s Hall 160Q (East)

**Office Hours:** Check my home page

**Textbook:** Elementary & Intermediate Algebra (6<sup>th</sup> ed.)  
by Bittinger, Ellenbogen, Johnson

**Instructor:** Mrs. Heidi Meyer

**Contact Information:**

email (work) meyerh@mjc.edu

email (home) hmeyer827@sbcglobal.net

office phone (209) 575-7832

**Home Page:** meyerh.faculty.mjc.edu

You will need the textbook AND the online MyMathLab component that accompanies it.

<u>Grade Components</u>		<u>Grade Scale</u>
Online Homework	10% of grade	≥ 90% = A
Quizzes	15% of grade	80%-89% = B
Midterm Exams	50% of grade	70%-79% = C
Final Exam	25% of grade	60%-69% = D ≤ 59% = F

**Please note** that the grading scale above is the standard 90% and above being an A, 80%-89% being a B and so on. Additionally, **PLEASE NOTE** that more and more as years go by I get emails at the end of the semester from students who earn a 69% or 79 % asking me to increase a grade by 1% or by 2% because the person is “so close” to the next letter grade. I cannot do so. You know the requirements from the start, so be sure to put in that 1% or 2% of extra effort from the beginning rather than looking for it at the end!

**Homework:** *Homework is an essential component of your learning in this course.* It is worth 10% of your overall grade. Be sure to keep up with the homework in a timely manner, and be sure to **READ** the section in the book that goes with the homework. Although your homework will be submitted online I highly recommend that you also do the work on paper and keep it neatly organized in a folder. Having your work written out allows you to refer to it as you study for quizzes and tests, and it makes it easier for you to get help from me or from the tutors. **TIMING** - assignments will open the day before that lesson is taught and will remain open until you’ve had two class days beyond that lesson in which to ask me questions in class.

**Quizzes:** Quizzes are worth 15% of your overall grade. Quizzes may be given in class or online; quizzes given in class will generally be given on Thursdays.

**Midterms:** There will be 4 midterm exams. These are worth 50% of your overall grade and cannot be made up. If you have an emergency on the day of a midterm, I will replace your missing midterm grade by the percentage you earn on the final exam. This will not be done more than once, however. If you know in advance you will not be able to be in class on the day of a test, talk with me at least a week in advance, and we can try to work out an arrangement for you to take that midterm. No calculators allowed.

**Final Exam:** The final is worth 25% of your overall grade and will be taken in our regular classroom. The final exam for this class will be on Tuesday, April 25, 10:00am-12:50pm. The final is cumulative. No calculators allowed.

<b>COURSE OUTLINE, OBJECTIVES AND SLO’s</b>
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The course outline, objectives and SLO’s are available under the Math 70 link on my home page. Check it out to see the scope of the material we will be covering and what you will be expected to know by the end of the course.

## CLASS EXPECTATIONS

SEEKING SUCCESS - The assumption is that you are here to succeed, so the expectation is that you will do what is necessary to achieve that. Suggestions include but are not limited to - forming a study group - getting tutoring at the L&LC - coming to my office hours - asking questions in class - using the helps in MyMathLab - spending the expected 2 hours or more outside of class on study, homework and review for this class - daily class attendance and focused attention while in class - keeping up with homework - etc.

ACADEMIC HONESTY - Your grade is intended to be a reflection of what you have learned about this subject and how well you can demonstrate that learning. Also, your classmates expect a fair and just learning environment. Cheating is making use of any unauthorized 'help' on homework, tests, projects, etc. If cheating occurs it will be dealt with as college policy dictates, the minimum outcome being a zero score. Any incidences of cheating, large or small, will be written up and reported to the administration; depending on the severity of the offense you may receive an F in the class and/or you may be removed from the course or the college. Do not take this risk.

RESPECT FOR OTHERS - This classroom is intended for the learning of mathematics. Distractions such as conversations, cell phone use of any kind (including texting), arriving late or leaving early are not helpful to your learning process, and they are disrespectful to your fellow classmates who have paid the money and taken the time to be present. Please note that any talking - even asking the person next to you what I just said or discussing a problem we are going over (unless I have directed you to do so) is a distraction to those around you and also keeps you from hearing other information being shared. If you have a question either raise your hand and direct it to me so that we can benefit from it as a whole class or put a question mark in your notes and ask me, a classmate, or a tutor after class.

## FINAL NOTES

- I consider this **syllabus** a contract but reserve the right to make *necessary* changes.
- Keep in touch with me about necessary absences so that I do not drop you accidentally. You may be dropped after 4 or more **absences** (equivalent to a full week of class!). If *you* decide to withdraw, it is your responsibility to do so through **admissions**. If you stop attending but do not officially drop, you may receive an F in the class, which will impact your GPA.
- **Grades** will be posted to my web-site beginning after the first test and will be updated each time you have a test. If you want to determine your grade in-between those times you can use your algebra skills and the information on the first page of this document to determine it. :-)
- During **final exam week** classes and office hours are NOT HELD. Just study and go to your final exams.
- If you have a **documented disability** bring me your paperwork during the first week of class so that I can assist you in accessing your accommodations.
- **Calculators** are great tools for checking work and for exploring mathematics for deeper understanding. I welcome you to bring a calculator to class, but don't become dependent on it as you will not be allowed to use calculators for tests or quizzes.
- **Late work** is not accepted, nor are there make-up tests or quizzes.
- **KEEP** all work returned to you, such as quizzes and tests! I do enter your grades very carefully, but if I make an error the only way it can be fixed is if you can prove to me, by showing me your grade, that I made an error and what it was. Also these are excellent materials to study from as you prepare for tests and the final!