MATH 90CMA: ELEMENTARY ALGEBRA
Fall, 2008

Instructor: Carol Avery (you may address me as Mrs. Avery, Ms. Avery, or Carol)
Office: Bldg. 20, Room 6
Office Hours: M-F 11:30-12:20 (or by appointment). Please make use of my office hours if you have any questions or need extra help with the course material.
Phone: 253.460.4429
e-mail: cavery@tacomacc.edu (I will make every effort to respond to email messages within 12 hours of receiving them.)
Webpage: http://www.tacomacc.edu/home/cavery/Math90/90CM/Math90CM-home.htm

Description & Objective: This is the second of three algebra classes taught at TCC: some previous knowledge of algebra is required. After successfully completing this course, the student will be prepared to continue with the study of algebra, specifically Math 97, Math 99, or TMath 100, which are the prerequisites for college level math courses offered at TCC.

Learning Objectives: The abbreviation following each objective refers to the College-Wide Learning Outcomes: COM=Communication; CRT=Critical Thinking; IIT=Information and Information Technology; RSP=Responsibility; LWC= Living and Working Cooperatively. Upon successful completion of this course, the student should be able to:
1. Understand the concepts of lines and linear equations from a symbolic and graphical viewpoint. Graph lines from equations and determine equations from graphs or points. (CRT)
2. Understand the concept of slope both graphically and symbolically. Find slopes given graphs or equations or data points. (CRT)
3. Add, subtract, multiply and divide polynomials.
4. Understand and perform operations with exponents, including negative exponents. Perform operations using scientific notation with and without a calculator. (IIT)
5. Factor quadratic, cubic, and other polynomials.
7. Perform operations with and solve equations involving rational expressions.
8. Understand systems of 2 equations in 2 unknowns and solve them graphically and algebraically. (CRT)
9. Set up algebraic models for application problems, and solve these problems. (CRT)
10. Produce clear and complete written solutions. (COM)
11. Use a scientific calculator appropriately. (IIT)

Prerequisite: You must have either tested into Math 90 via a TCC math assessment test, OR passed Math 85 (Intro to Elementary Algebra) or its equivalent with a C- grade or better. You must ALSO HAVE assessed into Reading 95 or completed Reading 85 with a grade of C or better. If it should come to the attention of the instructor that you do not meet the prerequisite requirements, you will be administratively withdrawn from class. There are no exceptions

Course Instruction: This is a computer mediated learning course that utilizes interactive mathematical software to deliver the content of the course. You are expected to view the "Instruct" material for each section, do some practice problems from each section, and complete each chapter certification on your own. The instruction for this class will be mainly delivered through the Hawkes software. Classroom attendance is required on Tuesdays and Thursdays, when I will collect homework, give quizzes, and cover concepts and places for common mistakes. I also will be in the classroom on Monday, Wednesdays and Friday to provide help and answer questions. I encourage you to come to class every day to work independently or with other students and to ask questions of your instructor.
Required Materials for Class:

- Wright, D. Franklin, Introductory and Intermediate Algebra, Hawkes Publishing
- Pencils with good erasers (mechanical pencils OK)
- Graph paper (grid no smaller than 5 squares/inch)
- A SCIENTIFIC calculator (TI-30XIIIS recommended)
- Small ruler or straight edge
- 3-ring binder (recommended)

Course Requirements: Grades will be based upon a number of factors, including section certification, written homework, quizzes, and exams. These areas are detailed as below:

Section Certification:
Each section of the required software has a "Certification" quiz. (Sometimes this is broken into several subsections.) You must pass that quiz at the end of each section by the start of class on the due date given on in your Hawkes Learning grade book. Either you succeed in certifying, or you don't. (The software allows you to attempt certification multiple times. It doesn't matter how many attempts you make at certification, only whether you eventually do certify or not.) Certification is worth 3 points (per quiz). If you certify on time, you will get 3 points. If you certify up to a week late, then you will get 2 points. If you certify more than one week late, you will get 1 point. (This one point is available for late certification until the final exam is started.) Your 3 lowest section certification scores will be dropped when calculating the final grade.

You may not take a test early unless you have certified in each (sub)-section covered by the test. You are expected to take each test by the test date indicated on the class website. If you have not certified in a section covered by the test by the test date, you must still take the test on that date.

Written Homework
Problems for written homework assignments come out of the text, with 4-6 problems from each (sub-)section certification in the Hawkes software. Each assignment is worth 10 points. Written homework will be graded not only for correctness, but also for how the work is laid out on the paper (see Homework Guidelines). Your work must be clear and easy to follow, or you will not receive full credit for it, even if the work is correct. Graphs must be drawn according to the Math Department Graphing Guidelines. Homework is always due by the end of class on Tuesdays (except for HW#6, which is due on a Wednesday) as outlined on the course calendar. I do not accept late homework. I will drop your lowest homework score when calculating the final grade.

Quizzes
You will take a 10-point in-class quiz most Thursdays as outlined on the course calendar. You may take an exam early if you have completed all certifications covered by that quiz. To take a quiz early, you must make arrangements with the instructor. I will drop your lowest quiz score when calculating your final grade.

Unit Exams
There will be four Unit Exams during the quarter, each worth 100 points. Each unit exam must be taken by the deadline date indicated on the course calendar. The dates ARE NOT subject to change. When taking an exam on the deadline day, you must take it in class. YOU ARE RESPONSIBLE FOR KNOWING WHICH DAYS ARE TEST DEADLINE DAYS. You may take a test early if you have completed all certifications covered by that exam. To take an exam early, you must make arrangements with the instructor. No unit exam scores will be dropped when calculating your final grade.
Final Exam
The exam is scheduled for Monday, December 8, 2008, 8:30-10:30 am. You may not take the final after that date, but you may take the final early if you have completed all four unit tests. To take the final early, you must make arrangements with the instructor. The final will be comprehensive and is worth 100 points.

Late Work Policy:
- Section certifications may be done late, but scores will be given as follows:
  - If you certify by the end of class on the due date, you will receive 3 out of 3 points.
  - If 1-7 days late (INCLUDING WEEKENDS), you will receive 2 out of 3 points.
  - If more than 7 days late (up to the time of the start of the final), you will receive 1 out of 3 points.
  - If you don't certify before the start of the final, you will receive 0 out of 3 points.
- All written homework assignments are due by the end of class on the date due, and I DO NOT accept late homework. Assignments turned in to my mailbox early MUST be stamped with the date and time by the building 9 staff. When turning an assignment in to my mailbox, the assignment will be considered late if the time stamp is after the time that class is scheduled to end or if there is no time stamp on the assignment.
- I DO NOT give make-up quizzes.
- Make-up exams may be scheduled with prior approval in highly exceptional cases. If you are sick on the day of an exam, you must contact me via email or telephone before class time.

Grading: The grading of each individual assignment or test will be based on your ability to demonstrate your understanding of a given concept or skill. This can’t be done by just writing down the answer: all work and/or steps must be shown as well. Problems just showing the “right answer” with no back-up work will not receive full credit.

Your final grade will be based on the percentage of possible points obtained. Though the exact number of points will not be determined until the end of the quarter, it will be very close to the following:

<table>
<thead>
<tr>
<th>Assignment Type</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section Certifications</td>
<td>84</td>
</tr>
<tr>
<td>Written Homework</td>
<td>70</td>
</tr>
<tr>
<td>Quizzes</td>
<td>80</td>
</tr>
<tr>
<td>Unit Exams</td>
<td>400</td>
</tr>
<tr>
<td>Comprehensive Final Exam</td>
<td>100</td>
</tr>
</tbody>
</table>

The percent-to-letter-grade scale is as follows:

94.5 - 100  =  A    79.5 - 84.4  =  B-
89.5 - 94.4  =  A-   76.5 - 79.4  =  C+
86.5 - 89.4  =  B+   74.5 - 76.4  =  C
84.5 - 86.4  =  B    69.5 - 74.4  =  C-
66.5 - 69.4  =  D+   0 - 59.4   =  E

This grading scale may be altered at the instructor’s discretion, but will only be altered to the students’ advantage.

Withdrawals/Incompletes/S,U,V Grades: TCC policy states that anyone can drop a class on the college web site through the third day of the quarter. After that you need to fill out an add/drop form and submit it to Enrollment Services (Bldg. 7). In general, if you are receiving a C grade or better at the time of your request, a WI grade will be given if you have completed 60% of the coursework for the quarter. Otherwise, a V grade will be given. If your grade is lower than a C, an E grade will be given (exceptions may be made, depending on the circumstances). Students who simply stop coming to class will receive a
grade of E. After the 50th calendar day of the quarter, students no longer have the option to withdraw from a course.

Incomplete will be given only in VERY RARE instances, which must be discussed with the instructor before the final exam. An “I” grade is reserved for students who have generally done well throughout the quarter but miss a small amount of work (say, the final) due to exceptional circumstances.

S/U grade requests must be processed through the registration office and meet their deadlines.

**Classroom Policies:**
1) All cell phones and pagers must be turned off during class time. If you are expecting an urgent call or page, please talk with the instructor prior to class.
2) Beverages are allowed in class, but please save food for after class. No tobacco products will be allowed in class.
3) Children are not allowed in class.

**Course Calendar:** Dates of exams and homework assignments will be announced in class. We will not have class on the following dates: November 5 (Educational Planning Day), November 11 (Veterans’ Day Holiday), November 26-28 (Thanksgiving Break).

**Cheating:** I encourage you to collaborate with others on homework, but you may NOT collaborate on exams. Cheating on an exam or project will result in zero points for the work. A second infraction will result in an E grade for the course. For more information, refer to the TCC Academic Dishonesty Policy on p. 33 of the 2008-2010 College Catalog or at <http://www.tacomacc.edu/resourcesforstudents/studentpolicies/administrativeprocedureforacademicdishonesty.aspx>.

**Classroom Concerns/Disputes.** If you have questions or concerns about this class or me, please come to talk with me about your concerns. If we are unable to resolve your concerns, you may talk next with the Chair of the Math Department, Valerie Morgan-Krick. She can assist with information about additional steps, if needed.

**Special Accommodations:** If you have a physical, mental, or learning disability that you feel may require some form of accommodation, you must 1) have your disability documented with the TCC Accessibility specialist (Counseling Center in Bldg 18), and 2) inform me of any necessary accommodations BEFORE they are needed. Documentation should occur within the first 2 weeks of class. Requests for accommodations without necessary documentation will generally be denied.

**Getting Help:** A number of resources are available if you need additional help. Please make use of my office hours, listed at the beginning of this syllabus. Help is also available at the Al Kwarizmi Math and Learning Center (MARC) in Bldg. 19-22. Software in the CAL lab in Bldg 7 can give you additional help and practice on particular types of problems. Videotapes of topics are available at the Media Center in the Library (Bldg 7). The Writing/Tutoring Center has tutors available to meet with you once or twice a week. Stop by Bldg. 7, Room 221 or call 253.566.6032 to make an appointment. Drop-in tutoring is also available on a first come, first served basis. If you know you are starting to get behind or feel lost, GET HELP!

*The information in this syllabus is subject to change.*
*Any changes may be made via class announcements.*