

I. COURSE DESCRIPTION:

MAT 0012: Developmental Arithmetic with Algebra, 3 lecture hours, and 3 credit hours.

Prerequisite: Math placement test.

Developmental Arithmetic with Algebra is a course designed for students who need to strengthen their mathematical background. The course must be passed with a minimum grade of "C" and is not intended to satisfy general education requirements in mathematics or to count toward required hours for graduation. Calculators are allowed in the course.

Topics included are operations with integers, fractions, decimals, percent notation and applications, solving linear equations, problem solving with one variable, solving and graphing linear inequalities, solving and graphing compound linear inequalities, graphing linear equations in two variables, slopes of lines, exponents, and polynomials.

II. TEXT: Algebra a Combined Approach, 4th ed., by Elayn Martin-Gay, Prentice Hall

OTHER MATERIALS: MyMathLab is required. Calculators are allowed in this course.

III. STUDENT LEARNING OUTCOMES:

The student will:

1. Use order of operations to simplify fractions, decimals, integers and algebraic expressions.
2. Solve linear equations and various applications involving linear equations.
3. Solve and graph linear inequalities and compound linear inequalities.
4. Find intercepts and graph linear equations in two variables.
5. Find the slope of a line.
6. Apply the rules of exponents and perform basic operations on polynomials.

**QEP Vision Statement**

We believe that teaching Critical Academic Literacy (CAL) strategies will improve student learning. Students will construct knowledge as they develop their analysis, synthesis, and evaluation skills. CAL strategies must be taught explicitly through direct classroom instruction and be reinforced through consistent practice.

IV. **COURSE OUTLINE:** See the daily schedule for a detailed outline.

V. **ATTENDANCE-WITHDRAWAL-GRADE FORGIVENESS-ATTEMPTS:**

A. Attendance Policy:

Students who are absent from class more than one eighth of a course without the instructor's permission shall be withdrawn. Students who never attend during the first two weeks of class shall be classified as "no show" and withdrawn from the course.

B. Withdrawal Policy:

Two withdrawals are permitted per course. After that, a grade will be assigned. Please be concerned about withdrawals. When admitting students into certain programs, universities may calculate withdrawals as grades. There are two kinds of withdrawals, student and administrative. Please see the manual of policy for detailed withdrawal policies.

1. Student Withdrawal

a) Student completes a withdrawal form.

b) Student then submits the form to the Office of Admissions and Records before the withdraw deadline.

2. Administrative Withdrawal

This withdrawal is done by an instructor for excess absences.

Withdrawals initiated prior to midterm will be recorded as "W". There are no withdrawals initiated after the deadline. After this date, students will receive a grade.

C. Grade Forgiveness:

A student may repeat a course when a grade of "D" or "F" has been earned. The last grade counts. However, universities may count forgiven grades in calculating the grade point average. Forgiven grades may also be calculated in determining financial aid eligibility.

D. Attempts:

This course, which is a college credit course, may be attempted three times. On the third attempt, 100% of the full cost of instruction will be charged. Students with major extenuating circumstances may submit a letter of appeal stating the circumstances to the Vice-President of Student Affairs. All grades from the third and subsequent attempts will be calculated in the grade point average.

VI. **HOMEWORK:**

Homework will be assigned daily. The daily completion of all homework is essential for learning the material in the course and as preparation for the unit tests and final exam.

VII. **MyMathLab:**



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There will be a 5 question quiz for each section in MyMathLab. You are allowed to repeat each quiz multiple times. There is a 35 question unit test in MyMathLab that must be completed for each test. The student is expected to keep up daily with the assigned work. See grading below.

VIII. TESTING:

There will be five (5) unit tests and a comprehensive final exam. The unit tests will be announced in advance, will count equally, and will be returned. There are **no exemptions** from the final exam and it **will not** be returned. The student is expected to keep up daily with the assigned work.

IX. GRADING:

The average of the five (5) unit tests will count 50% of the grade. The Homework from MyMathLab will count 10%, Quizzes from MyMathLab will count 10% and the Practice Unit Tests from MyMathLab will count 10%. A comprehensive final exam (no exemptions) will count 20% of the grade. The college grading scale is: A (100-90), B (89-80), C (79-70), D (69-60), and F (59-0).

X. MAKE UP WORK:

If you miss a unit test and you have a valid excuse, your final exam grade may count as the first missing unit test grade. If you miss more than one unit test, you may take a makeup test at the discretion of the instructor. If you have not missed any unit tests, the final exam may be used to replace the lowest unit test grade.

XI. OTHER:

A. Studying requires discipline, tenacity, and hard work. View this course as a job. Attendance is absolutely necessary, as well as attentiveness to detail and alertness. You must earn a "C" in this course in order to advance to MAT 1033, Intermediate Algebra, STA 2023, Statistics, MGF 1106, Math for Liberal Arts I, or MGF 1107, Math for Liberal Arts II.

B. Pay4Print

The Pay4Print system is installed in all computer labs and in the library. The logon to the system can be found by going to www.gulfcoast.edu and clicking on Student Resources and then on Pay4Print. The logon will be the same logon ID as the student email, using only the initials and randomly generated number. Students will be required to add money to their print accounts before they are able to print. Money can be added to student print accounts by credit or debit card with a minimum of \$5.00 or at patron kiosks or bill acceptors.



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XII. AVAILABLE HELP:1. **Your Instructor.**

Full time faculty has posted ten (10) hours per week on their schedule. Their offices are located on the second floor of the Student Union West Building. Adjunct faculty is available for assistance 30 minutes before or after class. Students having difficulty are strongly encouraged to see the instructor for additional help.

2. **Math Lab**

Students are automatically enrolled in the Math Lab located on the second floor of Student Union West Rooms 260 and 261. Math learning managers and student tutors provide free tutoring in the Math Lab. The hours vary for each semester.

3. **Student Learning Outcomes**

Student Learning Outcomes are available upon request. These outcomes are posted on the Mathematics' Web Site.

4. **Videos**

DVDs for this course may be checked out at the library's circulation desk at GCSC. There is no charge to check out the DVDs, but a fine is charged for any overdue items. The videos can also be accessed online by going to www.gulfcoast.edu click on College Library, click on Library Resources, select Course Videos and scroll to the MAT 0012 videos. There is a Study Guide that can be purchased in the bookstore that goes along with the DVDs. The Study Guide is also posted on the Mathematics' Web Site.


5. **Academic Counselors**

Be aware that you may be contacted by an academic counselor.

6. **American Disability Statement:**

Disability Statement

<p>Gulf Coast State College supports an inclusive learning environment for all students. If there are aspects of the instruction or design of this course that hinder your full participation, reasonable accommodations can be arranged. Prior to receiving accommodations, you must register with Disability Support Services. Appropriate academic accommodations will be determined based on the documented needs of the student. For information regarding the registration process, email dss@gulfcoast.edu or call 850-769-1551, Ext. 6071.</p>

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CLASSROOM CONDUCT POLICY
OF THE
DIVISION OF MATHEMATICS
GULF COAST STATE COLLEGE

In order to promote a learning environment, in which you as a student may receive the greatest consideration, we will do all we can to prevent unnecessary interruptions and class disruptions. To this end, it is the stated policy of the Division of Mathematics that disruptions, absolutely and unequivocally, will not be tolerated in the classrooms administered by this division. To this end, we remind you that the **instructors are obligated** to adhere strictly to the following policies:

1. Everyone is required to be in class on time.
Anyone entering the classroom after the instructor has begun class is late and is a disruption to the class. The instructor must implement an appropriate policy to discourage late arrivals.
2. Disciplinary action in the case of cheating will be administered in accordance with college policy.
3. The student must have prior consent of the instructor before leaving the class early.
If you must leave class early, notify the instructor before the beginning of class. We do not conduct "open" classrooms where individuals may arrive and exit at their discretion. This activity is disruptive to those trying to learn and will not be allowed. If you leave early without prior notification to the instructor, you will not be allowed back in the classroom without first obtaining permission from Mrs. Reynolds, Division of Mathematics Chair.
4. The instructor is not to allow talking or other distractions to occur at inappropriate times. **Use of electronic communication devices** (including, but not limited to, cell phones, Ipods, PDA's, MP3/Music players, Blackberries, etc) are allowed in the classroom only at the discretion of the instructor and must be used only as they directly relate to the class. Talking or other disruptive behavior (including ringing cell phones) are distractions to other students and have no place in a college environment. Students who engage in such behavior will be asked to stop. If the behavior continues, the student(s) will be asked to leave and confer with Mrs. Reynolds, Division of Mathematics Chair, concerning the nature of the behavior before being allowed back in the classroom. **NO** electronic devices will be allowed in the classroom on test days with the exception of an approved calculator.
5. **No food or drink** is allowed in the classroom.
6. Infractions of discipline may be handled by the instructor as final authority.
The student has a right to appeal.

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