

Mathematics 99 – Intermediate Algebra with Geometry

Fall 2007 - Syllabus

Course Title: Intermediate Algebra with Geometry
Credit Hours: 5
Prerequisites: Grade of C or better in Mathematics 110 or Mathematics 98, or placement test, or consent of department chair.
Section: 99 GH2
Class Meets: Tuesday, Thursday 9:30 AM - 11:50 AM
Class Room: 3975
Instructor: Marta Hidegkuti
Home Page: <http://faculty.ccc.edu/mhidegkuti>
Office: Room 3812
e-mail: mhidegkuti@ccc.edu
Mail box: #143 (in Room 1428)

Contact info: At all times, email is the fastest and most efficient method to contact the instructor. If you wish to contact the instructor about grades or attendance or other administrative issues please use email. When e-mailing, **please use your CCC student account.**

Office Hours: Tuesday, Thursday 12:15 PM - 1:15 PM in Room 3812
Saturday 10:00 AM - 12:00 PM in the Tutoring Center (L129) Sign up!
or by appointment.

Tutoring Services: The **Tutoring Center** is located in room L129. Students are encouraged to seek help and guidance during the course. Students have already paid for this service as part of tuition fees. The only catch is that students need to make an appointment to take advantage of this free service. In addition to the office hours listed above, the instructor will have regularly scheduled appointments there, Saturday 10:00 AM – 12:00 PM. Please note: in order to receive tutoring, students need to sign up in advance.

The Student Success and Leadership Institute (SSLI) is located in room 1435. SSLI offers free services to students, including tutoring, orientation, help with e-mail account or registration.

Supplemental Instruction: Math 99 is a problematic class for many students. To support students, Truman College is offering Supplemental Instruction (SI). The service is free and participation is voluntary and anonymous. Students are strongly encouraged to take advantage of SI. For further details, see the handout on SI.

Textbook: Beginning and Intermediate Algebra; fourth edition; R. David Gustafson and Peter D. Frisk; Brooks/Cole Thompson Learning, 2005
ISBN Number: 0-534-46377-0

Calculator: The use of a scientific calculator is strongly recommended. Students are expected to bring the calculator to class. The optimal calculator is **TI-30X II S**. The price of this model is between \$15 and \$20. Do NOT purchase a different calculator if it is significantly more expensive. It is not true that more expensive calculators are easier to use. **During quizzes and exams, students are not allowed to use a graphing calculator. Students are also not allowed to use a cell phone as a calculator during class.**

Attendance Policy:

Attendance is an essential part of the course. Regular attendance is expected of all students in the course. Attendance will be taken each class period. Students are expected to be on time and to attend the entire session. Please make every effort to arrive to class on time. If you arrive after attendance has been taken, check at the end of class that your attendance record has been corrected. If you are absent, **you are responsible for all work and assignments covered in lecture that day**. If a student misses two of the first three classes, he or she will be dropped. If a student misses two weeks of classes just prior the midterm date (October 24), he or she will be dropped.

Withdrawal:

Not attending classes does not constitute withdrawal from the course. After the midterm date, instructors can no longer drop students from the course based on attendance. If students stop attending classes after the midterm, the instructor can only assign a grade of F. **If you no longer attend classes, it is essential that you stop by at the registrar's office and officially withdraw from the course**, to protect your average. The last day for student initiated withdrawal is Monday, November 19, 2007. Before withdrawing from the course, students are encouraged to consult the instructor.

Grading Scale

The grading of all assignments, quizzes, and exams will be based on the following scale.

90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

Makeup Policy: **Without exception, there will be no making up quizzes and exams.**

Late Homework:

Homework assignments turned in late will receive up to 50% credit. If an assignment is more than one week late, no credit will be given.

Records:

Please retain all class-related material until you receive your final grade for the course.

Midterm Grade:

If the Midterm Exam (same as Exam 3) is below 70%, a D or F will be given as midterm grade. In other words, students must earn a passing grade on the exam to receive a passing grade for the course. If the midterm exam is at least 70%, the midterm grade will be the weighted average of the grades shown below with their weights.

- Exam 1 - 20%
- Exam 2 - 25%
- Exam 3 (Midterm Exam) - 30%
- Homework assignments - 10%
- Quizzes - 15%
- Extra Credit Assignment - 5%

Before determining the grade given for quizzes, the lowest quiz score will be dropped.

Final Grade:

If the Final Exam (same as Exam 5) is below 70%, a D or F will be given as final grade. In other words, students must earn a passing grade on the exam to receive a passing grade for the course. If the final exam is at least 70%, then the final grade will be the weighted average of the grades shown below with their weights.

- Exam 1 - 10%
- Exam 2 - 15%
- Exam 3 (Midterm Exam) - 15%
- Exam 4 - 10%
- Exam 5 (Final Exam) - 25%
- Homework assignments - 10%
- Quizzes - 15%
- Extra Credit Assignment - 5%

Before determining the grade given for quizzes, the two lowest quiz scores will be dropped.

Important Dates:

- First class : August 28, Tuesday
- Exam 1 : September 13, Thursday
- Exam 2 : October 4, Thursday
- Exam 3 (same as Midterm Exam): October 18, Thursday
- Exam 4: November 15, Thursday
- Last day to withdraw from classes: November 19, Monday
- Exam 5 (same as Final Exam): December 11, Tuesday
- End of Semester: December 15, Saturday

General: Before arriving to class, please turn off all cell phones, pagers, and other loud devices. Please make every effort to arrive on time for class. Please refrain from talking while the instructor is lecturing. If you need an extensive review (for example, due to absence) of material presented in class, please see the instructor during office hours. Valuable class time can not be spent on assisting one or a few students to the detriment of the entire class. Office hours are designated to address these problems.

At all times, please treat the instructor, other students, and their opinions with respect.

Academic Integrity: Any incident of academic dishonesty may result in actions from assigning a grade of F given for the entire course to expulsion from the college. For further

information, please refer to the Student Handbook.

MAKE – UP POLICY
Department of Mathematics
Harry S Truman College

Unless specific modifications are given by the professor, the following policy for making up missed work will apply in all courses taught through the Department of mathematics at Harry S Truman College.

It is the student's responsibility to contact his/her instructor regarding missed work. Permission to make-up work is subject to the discretion of the instructor.

If an absence is anticipated, the student should make arrangements with his/her instructor prior to the absence.

For unforeseen absences, it is the student's responsibility to contact the instructor within one week of the exam or project due date.

In either case, written documentation may be requested to make up an exam/project.

Scheduling of make-up work is at the discretion of the instructor.

Any modification to this policy which is made by your own instructor, will supercede this statement.

Adopted, 4/4/2000