

TOHONO O'ODHAM COMMUNITY COLLEGE



Syllabus: ***MAT 082 Basic Math***

Course Information

Course Prefix/Number: MAT 082

Semester: Summer 2019

Class Days/Times: 9:00 am to 11 am, TR

Credit Hours: 3

Course Title: Basic Math

Room: Central Campus Rm. 501

Instructor Information:

Name: Lucinda Begay

Phone (message only) : 520-345-6068

E-mail: lbegay@tocc.edu

Office location: N/A

Office hours: By appointment

Course Description:

Fundamentals and applications of arithmetic. Includes operations on whole numbers, fractions, decimal numbers, ration and proportion, percent, and measurement.

After completion of the course students will be able to

1. Add, subtract, multiply, divide and solve word problems using whole numbers.
2. Identify place values for whole numbers and decimal numbers.
3. Round off numbers and used rounded numbers to estimate answers to arithmetic problems.
4. Factor whole numbers into prime factors.
5. Add, subtract, multiply, and divide with fractional numbers.
6. Add, subtract, multiply, and divide with decimal numbers.
7. Estimate answers involving fractions or decimals.
8. Solve word problems involving fractional or decimal numbers.
9. Estimate answers involving fractions or decimals.
10. Solve word problems involving fractional or decimal numbers.
11. Use ratio and percentage.
12. Solve problems using percent.
13. Solve word problems involving area and perimeter of rectangles and triangles.
14. Solve word problems involving area and circumference of circles.

TOHONO O'ODHAM COMMUNITY COLLEGE

15. Apply metric and American systems of measurement.
16. Convert within and between the American and metric systems.
17. Find square roots of square integers.

Course Structure:

This course will be operating on a combination of traditional lecture, group activity, and discussions that will enhance the student's knowledge of mathematical concepts.

Course Assessment:

Course assessment will consist of exams, homework, and hands-on activities.. Material will be available to help you prepare for exams. In order to facilitate on-going faculty-student feedback and provide formative assessment, there will be in class work that will be graded and returned promptly. I welcome student feedback about the course anytime. I will also provide students an opportunity to give me feedback on their course experience through an anonymous mid-course survey and final course evaluation.

Texts and Materials:

[Required] Registration in the EducoSoft website (www.educosoft.com). An access code must be purchased through the college's bookstore.

[Required] A calculator that is NOT on a cell phone or electronic device.

Evaluation:	Points:	Percent of Total Points:
Exams and Final	300	30%
In-Class Work and Projects/Attendance	300	30%
Homework	400	40%
TOTAL	1000	100%

Himdag Cultural Component:

Course will explore existing math and basic 3-D spatial relationship using materials to help understand how it applies to Tohono O'odham people to continue improving or restoring components of Himdag. Students will also formulate a personal ethic regarding the use of mathematical thinking in teaching and research, incorporating perspectives from TOCC Core values.

TOHONO O'ODHAM COMMUNITY COLLEGE

Policies and expectations-

Attendance: The student is responsible for any work missed during an absence.

Make-up policy: Missed exams can be made up within two days of the exam date. Late assignments that can be made up will be accepted but will be penalized 25%. At the instructor's discretion, extra credit opportunities and optional activities may be provided.

Academic Integrity: Violations of scholastic ethics are considered serious offenses by Tohono O'odham Community College, the Student Services Department, and by your instructor. Students may consult the TOCC Student Handbook sections on student code of conduct, on scholastic ethics and on the grade appeal procedure. Copies are available at Tohono O'odham Community College.

All work done for this class must be your own. While you may discuss assignments with other class members, the final written project must clearly be your own. You may use work from books and other materials if it is properly cited. Copying from a book without proper reference or from a person under any circumstances will result in an "F" for the assignment, and at the instructor's discretion, possibly an "F" for the course.

ADA Compliance:

Tohono O'odham Community College strives to comply with the provisions of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. If you have a learning problem, physical disability, or medical illness that requires you to have any special arrangements, please inform your instructor at the beginning of the semester so your academic performance will not suffer because of the disability or handicap.

Classroom Behavior:

- Because of insurance limitations, non-registered visitors are not allowed at class sessions or on field trips.
- Possession of drugs, alcohol or firearms on college property is illegal.
- Food and beverages are allowed in classrooms.
- Pets, pagers and other electronic devices that distract students are NOT allowed in classrooms. Telephones should be turned off during class.
- Students creating disturbances that interfere with the conduct of the class or the learning of others will be asked to leave.

Student Conduct:

Please be respectful of myself and other students in the class. Disruptive behavior may result in you being asked to leave the class. This includes but is not limited to talking, eating, rustling papers, clicking on electrons, texting or playing with your phone, late arrival and early departures (late arrival to class disrupts the learning activities and is unprofessional and disrespectful towards fellow classmates), any abusive or indecent language. Collegial behavior is required at all times. Turn off cell phones, PDAs, iPods, laptops, and other electronic devices not related to the course before entering the class.

Course Feedback:

All assignments, written papers and quizzes will be graded and returned to the students promptly, typically within a week after the assignment is due. E-mail and phone messages will be returned within

TOHONO O'ODHAM COMMUNITY COLLEGE

two days. A student or the instructor may request a student conference at any time during the semester. A mid-semester grade report will be provided to each student by October 6th.

Instructor Withdrawals:

Students who have missed four consecutive classes, not submitted any assignments are assumed NOT to be participating in the class and will be considered or recommended for withdrawal. Students may withdraw from class at any time during the first 2/3rds of the semester without instructor permission and without incurring any grade penalty. Please be sure to withdraw yourself by November 4, 2019, if you do not expect to complete the class; otherwise you may receive an "F" grade (Your success is important).

Incomplete (I) grade:

"I" grades are not awarded automatically. The student must request an "I" from the instructor who will judge the student's ability to complete the course on his or her own. Generally the student must have completed over 80% of the course requirements with at least a "C" grade. An "I" requires a written contract between the student and the instructor listing work to be completed as well as how and when the work will be done. If the work is not completed within the contract period, the "I" grade automatically reverts to an "F." "I" grades will not be re-evaluated during the final two weeks of the semester when class activities are normally at their most intense.

Special Withdrawal (Y) grade:

The "Y" grade is an administrative withdrawal given at the instructor's option when no other grade is deemed appropriate. Your instructor must file a form stating the specific rationale for awarding this grade. "Y" grades are discouraged since they often affect students negatively. Your instructor will not award a "Y" grade without a strong reason.

Final Grades: Students will receive a grade transcript from the college mailed to the address given with registration materials at the end of the semester when all grades have been recorded.

SPECIAL NOTE TO STUDENT:

For privacy and security reasons, instructors are advised **NOT** to give grades over the telephone. Grades will only be emailed with written permission from the student. Your instructor will make every attempt to follow the above procedures and schedules, but they may be changed in the event of extenuating circumstances.

Students submitting assignments through the mail or by email are advised to make copies for their own protection. If you move during the semester, please file a change of address form with the Student Services Office, and inform your instructor.

GOOD LUCK!

DISCLAIMER: This syllabus is designed to evolve and change throughout the semester based on class progress and interests. You will be notified of any changes as they occur.