DAY/TIME MW 10-12; MW 2-4 and TR 1-4

INSTRUCTOR Steve Greco

CONTACT INFO MNB126 Ext. 88836

OFFICE HOURS MW 12-2

COURSE DESCRIPTION
Math 70 is a developmental math course designed to prepare you for Math 95. Credits earned by completing Math 70 apply to enrollment (eligibility) but do not apply toward a degree and satisfy no university or college requirement. The grade received in this course will not count toward your overall GPA.

REQUIRED COURSE MATERIALS
• Text: Introductory & Intermediate Algebra by Miller, Hyde and O'Neill
• A TI-83 or TI-84 graphing calculator is required for this course, as well as all subsequent math courses at this university. If you have a different graphing calculator you would like to use, please see your instructor.

HOMEWORK AND OFFICE HOURS
Assignments will be due as indicated on the schedule below. Please feel free to ask homework questions at the beginning of any class. Also, please make use of my office hours. Completing and understanding homework problems is the best way to prepare for tests and achieve success in this course. In addition to seeing me in person, you are welcome and encouraged to call or e-mail me with any questions you may have, I will make every effort to respond within 24 hours. If your schedule conflicts with my office hours, please contact me, I am always willing to make appointments to assist you with any questions you may have. I do not accept late homework for ANY reason. Your lowest two homework scores will be dropped.

ATTENDANCE AND IN-CLASS ASSIGNMENTS
Daily attendance is imperative for your success in this course. Classroom interaction and experience is irreplaceable in terms of your understanding of the material and overall ability to complete coursework. If you miss a class, it is your responsibility to obtain the material you have missed. In addition, there will be in-class assignments throughout the course. You must be in class, or contact me before missing class, to get credit for these assignments.

SKILLS TEST
A skills test will be given in class during the 4th week of the term. This exam has 10 questions testing fundamental skills required for success in algebra. This test MUST be passed with a score of at least 80% in order to pass the class. After the first test, retakes can be taken up to once per week through dead week until a score of 80% or better is achieved.
EXAMS
In addition to the skills test there will be 3 exams in this course (dates are noted on the schedule below), including a cumulative final exam. Makeup exams will be given only in the case of an emergency or school sanctioned absence.

GRADING
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<tbody>
<tr>
<td>Homework</td>
<td>150 pts</td>
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<td>In-Class Assignments</td>
<td>100 pts</td>
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<tr>
<td>Exams</td>
<td>200 pts</td>
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<td>Final Exam</td>
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<td>Total</td>
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APPROPRIATE CLASSROOM BEHAVIOR
You are ultimately responsible for your own attendance and performance. Disruptive classroom behavior of any kind, such as talking during lecture or consistently coming to class late etc., is not appropriate. Proscribed conduct for all students is described in the University Catalog. In particular academic dishonesty of any kind will not be tolerated, and will be reported to the university.

The university classroom is not the place for cell phones. Using any electronic device for text messaging, receiving or sending a message or listening to any recording during a university class is completely inappropriate classroom behavior (If you are in an emergency situation in which you need to have your cell phone on quiet; please speak to me about it before class). Non-academic electronic items should remain turned completely off and should remain completely out of sight at all times throughout class. “Quiet” or “vibrate” settings are not turned completely off.

DISABILITY SERVICES
If you have a documented disability which requires accommodations, please contact the Office of Disability Services (ODS) for appropriate coordination of your accommodations. You can drop by APSC 405 or contact ODS at (503) 838-8250 to schedule an appointment. In addition, please talk to me during the first few days of class, I will be more than happy to accommodate you in any way that I can.

INCOMPLETE GRADES
Incomplete grades may be given at the discretion of the instructor, however to qualify for consideration, 80% of the course work must be satisfactorily completed and circumstances must be extremely unusual and verifiable. A contract between the student and instructor for completion of the remaining course work is required.