MATH 070 SYLLABUS: Spring 2015
Introduction to Algebra

Professor: Ron Wiebe
Office: MNB 133
Phone: 503-838-8916
Email: wieber@wou.edu
MyLab Course ID: wiebe53403

OFFICE HOURS & SCHEDULE

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>MTH 70</td>
<td>MTH 70</td>
<td>MTH 70</td>
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<tr>
<td>11</td>
<td>Office Hour MNB 133</td>
<td>Office Hour MNB 133</td>
<td>Office Hour MNB 133</td>
<td>Office Hour MNB 133</td>
<td>Not Usually on campus</td>
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<tr>
<td>12</td>
<td>MTH 211</td>
<td>MTH 211</td>
<td>MTH 211</td>
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<tr>
<td>1</td>
<td>Math 392 MNB 104</td>
<td>Office Hour MNB 133</td>
<td>Math 392 MNB 104</td>
<td>1 – 2:50</td>
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</tr>
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<td>2</td>
<td>1 – 2:50</td>
<td>Office Hour MNB 133</td>
<td>1 – 2:50</td>
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<td>3</td>
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Please feel free to drop by my office during my office hours for help. You do not need to make an appointment to come to office hours. At times other than my listed office hours you are welcome and encouraged to call or email me with questions about the course. If you have direct scheduling conflicts with my office hours and would like further help, please let me know.

COURSE DESCRIPTION

“Linear equations, linear systems, linear inequalities, and quadratic equations verbally, numerically, graphically and symbolically. Explores topics using a graphic calculator as well as traditional approaches. Credits earned apply for enrollment (eligibility) but do not apply toward a degree; satisfies no university or college requirement.” (WOU Course Catalog)

COURSE MATERIALS (Text and Online Access)


- **Online Access:** MyMathLab/CourseCompass access (this should be bundled with the text if bought in the bookstore, but can be purchased separately directly through the MML/CourseCompass website [http://www.coursecompass.com](http://www.coursecompass.com)). Use Course ID: wiebe53403.

For those that do not want a hardcopy version of the text, the MML/CourseCompass access provides you with an online page-for-page identical copy of the text. Many students find it helpful to have a hard copy but I will leave this decision up to each student. If you have any difficulties with your MML account, please call MML technical support at 1-877-740-2213.
• **Graphing calculator:** TI-83 or TI-84 models are highly recommended because the textbook is designed specifically for the TI-83/84 and includes step-by-step instructions and screenshots in many areas throughout the book.

Although other calculators may be able to conduct the same functions, they will likely use a different series of buttons to arrive at the desired result when conducting operations beyond basic arithmetic. Although I will try to help regardless of which calculator you have, if you choose to use a calculator other than the TI-83/84, it is ultimately your responsibility to learn how to perform the operations that we do in class. **No TI-89, nor any calculator with a computer algebra system, such as the TI-Nspire, is permissible for use in this course.**

• **Class Web Page:**
  There will be a link for the Math 070 webpage (where many course items will be posted) on my home page: [http://www.wou.edu/~wieber](http://www.wou.edu/~wieber)
  In particular, the class webpage: "Math 070: Assignments & Activities" will include the class schedule, homework assignments and due dates.

**YOUR STUDENT WOU E-MAIL ACCOUNT**

All official university and class business and announcements will be directed to your WOU student email account.

**GRADING**

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Homework/Quizzes</td>
<td>50.0 %</td>
</tr>
<tr>
<td>Exams (Two midterms @15%)</td>
<td>30.0 %</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20.0 %</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100.0 %</strong></td>
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**STANDARD GRADING SCALE FOR THIS COURSE**

<table>
<thead>
<tr>
<th>% Range</th>
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<th>% Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>93 –100</td>
<td>A</td>
<td>80 – 82</td>
<td>B-</td>
<td>60 – 69</td>
<td>D</td>
</tr>
<tr>
<td>90 – 92</td>
<td>A-</td>
<td>77 – 79</td>
<td>C+</td>
<td>Below 60</td>
<td>F</td>
</tr>
<tr>
<td>87 – 89</td>
<td>B+</td>
<td>73 – 76</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>83 – 86</td>
<td>B</td>
<td>70 – 72</td>
<td>C-</td>
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**Incomplete Grades:** Incomplete grades may be given at the discretion of the instructor, however to qualify for consideration, the student must be passing the course and the circumstances must be extremely unusual and verifiable. A contract between the student and instructor for completion of the remaining course work is required.
HOMEWORK:
There will be a mix of handwritten homework assignments and online homework.
- Homework will be assigned nearly every class day, and will, unless otherwise specified, be due the following Monday. Written homework assigned must be submitted on the day that it is due at the beginning of class. Online homework must be submitted on the day that it is due by 11:59pm.
- You will be expected to have given a serious attempt for each problem assigned in the homework and bring any questions you may have during the next class session. Please feel free to ask homework questions at the beginning of any class.
- Completing your homework in a timely fashion will be integral to your success in this course. I suggest you set up a homework and reading schedule for yourself and follow it carefully. You will find that if you do not do all of your homework you will not succeed in learning the material covered in this course.

LATE POLICY:
Homework must be submitted promptly at the beginning of class. Assignments handed in one day, one hour or one class late will receive a 0. There are no exceptions. Homework will not be accepted late unless you have one of the following:
- a documented emergency filed with the Student Affairs office and my agreement.
- a documented University Sanctioned Absence from class which you have reviewed with me, and devised a plan for, in advance of the absence.

QUIZZES
During weeks 2 – 10, there will be 5 to 15 minute homework quizzes. These quizzes will proceed as follows:
- Each quiz will list 2-5 concepts from your recently assigned homework. The homework sections covered on the quiz will be listed on your Math 70 assignments and activities webpage.
- Work must be shown for credit.
- You MAY NOT use any of the following during your homework quizzes:
  - Your textbook
  - A cell phone, any non-academic electronic device

SKILLS TEST
The Mathematics Department has stipulated that a “Skills Test” for MTH 070 assessing competency in some basic math skills will be required. Each MTH 070 student must pass the Skills Test by the end of the Friday of Dead Week. To pass the skills test, you must have:
- an overall score of at least 75%
- and you must get both problems 1 and 2 correct (multiplication and division of whole numbers).
- Any student not passing the Skills Test at least once by the deadline will receive an F in the course. This test MUST be passed in order to pass the class.
During week 3, the skills test will be taken in class. This is your one opportunity for the week (no make ups). Beginning during week 4 (after the in-class attempt) retakes will be administered at drop-in group retake sessions in MNB 110 (Retakes may be taken up to once per week). Click on this link for days and times for retakes.
EXAMS
In addition to the skills test there will be exams:

- 2 exams in this course, each of which is valued at 15% of your final grade.
- A Final Exam, worth 20% of your grade. The final exam time is stipulated by the Registrar’s office and can be found through a link from the class webpage. You may NOT take the final exam at an alternate time.

Missing an exam: As a general rule, makeup exams will not be given.
- Makeup exam opportunities may be given in the case of a documented and verifiable emergency or school sanctioned absence.
- If you must miss an exam due to an emergency, please contact both me and the Vice President for Student Affairs Office at 503-838-8221, or studentaffairs@wou.edu as soon as possible.
- If the absence is a school sanctioned absence, contact me before the exam, and have your coach, director, supervisor contact me from their WOU issued e-mail account.

Notecards: During each exam, you will be allowed to write notes on both sides of one 3 inch by 5 inch notecard. You must hand write your own notecard. Notecards must be submitted with the exam.

EXPECTATIONS / BEING SUCCESSFUL IN THIS COURSE
It is expected that you will…

- be in class every day that it is scheduled, ready to begin actively participating at the start of the session, and you will be present until the session has ended
- have the stipulated course materials each day
- have given a serious attempt for each problem assigned in the homework before the next class period begins
- ask questions about anything that you do not understand
- check your WOU issued student e-mail account on a regular basis

Based on these expectations, you will be present for any announcements, and have all of the resources necessary to complete assignments, activities, quizzes, and exams. Failure to meet these expectations could cause a natural negative impact on your grade. (If you miss class you may wish to ask a classmate for notes on the material that you have missed. For this reason, students may find it helpful to get to know a couple other class members and their contact information early on in the term.)

GETTING HELP
Professor office hours are a great source of help; please feel free to drop by!

Free Tutoring: There is free Math 70 tutoring in the Math Tutoring Center (HL 228). See www.wou.edu/math/tutor for specific 70-95-111 tutoring hours. Other tutors in the tutor center may also be able to help you with Math 70, but it is not guaranteed. You may find the tutoring center is a great place to sit and work, even if you don’t have questions. If the center is busy, you may find nice areas to sit and study near the center (library, second floor) and then you can check in with the center tutors if you need help.
If the instructor determines your performance in this class is placing you at academic risk, you may be referred to Jesse Poole, Western’s Student Success Specialist. Jesse will offer to work with you to address issues and develop a student success strategy. Regardless of whether a referral has or has not been made, you are ultimately responsible for tracking your own progress in this course. If you would like to meet with Jesse regarding any academic struggles you are experiencing, please contact the Academic Advising and Learning Center at 503-838-8428.

TIME SPENT ON MATH 070 OUTSIDE OF CLASS
It is a standard academic rule of thumb to spend two to three hours out of class for every hour in class while studying mathematics or science. This means that the expectation is that you will spend 8 to 12 hours per week outside of class studying and working on the content of Math 070. Set up a regular schedule for yourself and stick with it. Success in mathematics is often directly linked to effort and regular practice.

NON ACADEMIC ELECTRONIC ITEMS (INCLUDING CELL PHONES)
Cell phones and non-academic electronic items are not to be used in the classroom. Electronic items should remain turned completely off and should remain completely out of sight at all times. “Quiet” or “vibrate” settings are not turned completely off. Electronic items may not be used for any reason during exams. Electronic items use during exams will be treated as cheating and you will receive a zero score on that exam.

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. For further information on policies regarding academic dishonesty, see the Student Code of Responsibility which can be found at the Office of Student Affairs or in the Oregon Administrative Rules (OAR 574-031-0030). In particular, academic dishonesty of any kind will not be tolerated, and will be reported to the university. Also, leave your cell phone off or on silent when you come to class. They are not to be used at all during class.

VETERANS AND ACTIVE MILITARY PERSONNEL
with special circumstances are welcome and encouraged to communicate these, in advance if possible, to the instructor.

LEARNING DISABILITIES
If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact both your instructor and the Office of Disability Services, APSC 405, or at 503-838-8250, as early as possible in the term. Students needing medical or mental health care can access the Student Health and Counseling Center by calling 503-838-8313, emailing at health@wou.edu, or by walking in to schedule an appointment.

1 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.