**Georgia Highlands College**

**Course Syllabus ̶ Math 0997, Support for Quantitative Reasoning**

**Spring Semester 2019**

**Course:** MATH 0997, Support for Quantitative Reasoning, 2 credit hours

 CRN 20014, MW 11:00 am - 11:50 am, Room W-306

**Co-requisite:** MATH 1001

**Course Description:** This course is a supplement to MATH 1001 and designated as a support to students taking Quantitative Skills and Reasoning concurrently. Topics covered will be prerequisites to MATH 1001 taken on an as needed basis and embedded into Quantitative Skills and Reasoning material. The course content will focus on developing mathematical maturity through conceptual understanding and mastery of foundational skills. Attendance in MATH 1001 is mandatory.

**Instructor:** Kelly Shane

**Office:** Office W-221, Floyd Campus

**Office Hours:** (Please note that additional office hours are available after class and by appointment. Students are strongly encouraged to schedule a meeting with the instructor whenever necessary to discuss class policies or course material.)

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| --- | --- |
| **DAY** | **TIME** |
| M | 7:30 am – 8:00 am10:00 am – 11:00 am12:00 pm – 12:30 pm2:00 pm – 4:00 pm |
| T | 7:30 am – 9:30 am |
| W | 7:30 am – 8:00 am10:00 am – 11:00 am12:00 pm – 12:30 pm |
| R | 7:30 am – 9:30 am |

**Contact Information:**

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| --- | --- |
| Direct Number to Office | 706.368.7750 |
| E-mail Address | kshane@highlands.edu **(Try email first.)** |
| Web Site Address | https://faculty.highlands.edu/faculty/kshane |

**Homework Program:** MyMathLab with eBook: ISBN#: 9781323841433;

 MyMathLab Course ID: shane48453

**Calculator Requirement:** Each student taking this course needs access to a TI-83/TI-84 or equivalent graphing/scientific calculator. Students will use their calculator while participating in class, taking exams, and completing homework exercises. Please note that sharing calculators during graded assignments is not permitted. Other electronic devices may not be used during exams or quizzes — usage of such devices will result in an automatic F on the exam or quiz.

**Course Content:** Selected sections from chapters 3 – 7, 9, 11 & 12.

**Grading Policies:**

* **Tests (30%)**
	+ Four tests will be given during the semester. Each test will count 100 points.
	+ There will be no make-up tests.
	+ An optional final will be given **Wednesday, May 1 at 11:00 am** to replace any single test grade.
* **Homework (15%)**
	+ Homework will be assigned every class from MyLab and/or handouts.
	+ Homework will be due the date of the next class meeting.
	+ Computer homework will be reduced 5% per day of credit to questions completed after the due date.
* **Notebook (10%)**
	+ Students will be expected to show paper work from MyLab in a notebook.
	+ Notebook work will be due every class meeting at the beginning of class.
	+ Notebook work will not be accepted after class has begun.
	+ It must be written in pencil.
	+ Write questions and show steps or no credit will be given.
	+ All graphs must be drawn on graph paper.
	+ There will be allowances for one late notebook assignment over the course of the semester.
* **Online Quizzes (20%)**
	+ Eight quizzes are assigned through D2L. The due dates are the following:
		- January 25
		- February 8
		- March 1
		- March 15
		- March 22
		- April 5
		- April 12
		- April 26
	+ Students will have two opportunities to take each quiz.
* **In Class Work (25%)**
	+ There will be in class work each class meeting. This may vary day by day.

The usual grading scale (90%<A<100%, 80%<B<90%, etc.) will apply.

**Students who simply quit attending class without officially withdrawing will receive a grade of F in the class.**

Additionally, students are encouraged to retain copies of all graded coursework returned during the semester. The coursework will aid students in preparing for the final exam and will serve as evidence of academic performance throughout the semester.

**The instructor retains the prerogative of altering the above plans as circumstances dictate.**

**Academic Policies:**

**Last Day to Withdraw without Academic Penalty**: March 11

Withdrawals after this date are subject to approval by the Vice President for Academic Affairs and will be issued only in cases of extreme emergency or hardship.

**Early Warning Program:** Georgia Highlands College requires that all faculty members report their students' progress throughout the course of the semester as part of the institution-wide Early Warning Program (EWP). The objective of the program is to support academic success by reviewing early indicators of satisfactory student progress. In accordance with EWP, faculty members provide the Registrar's Office with academic reports of each student enrolled in their course(s) at checkpoints staggered throughout the semester. The following success factors are reported at their corresponding checkpoint:

* Week 2: Notification of Non-attendance
* Week 6: Satisfactory or Unsatisfactory Progress

**Student Learning Outcomes:**

**Goals:** Students will interpret and apply mathematical information, concepts, and principles embedded in verbal, numerical, graphical, and symbolic representations.

**Student Learning Outcomes:** Student will be able to use dimensional analysis to change units of measurement, area, and volume. Students will also be able to graph and interpret functions, as well as model problem contexts mathematically to arrive at solutions. Students will also be able to appropriately express numbers and algebraic expressions, as well as solve linear systems, linear inequalities, and linear programming problems. Students will be able to compute probability and model quantitative problems and determine correlation. Finally, students will be able to use logical, mathematical reasoning, as well as technology appropriately.

These outcomes correspond to the student learning outcomes approved to support the general education goals related to mathematics.

**Class Attendance & Make-up Exams:**

Students are expected to attend each and every scheduled class session. Since lectures begin promptly at the scheduled time, students are encouraged to avoid arriving late to class. Attendance will be reflected in students’ grades through homework grades.

Students absent for a class will not be allowed to turn in late homework unless they contact the instructor BEFORE the missed class AND the instructor gives the student permission. Students must make arrangements PRIOR to the scheduled class.

There will be no make-up exams. If a student needs to miss an exam, they may discuss with the instructor the possibility of taking it BEFORE the exam date. No exams will be administrated after their given date, and students who do not show up will receive a zero on the exam.

**An important note for students enrolled in both Math 1001 and MATH 0997:** Students enrolled in both MATH 1001 and MATH 0997 are expected to attend each and every class session of both courses. After three absences in the MATH 0997 co-requisite course, students may be referred to the Dean of Mathematics.

**Extended Absence Policy:** Students, who have circumstances that prevent them from continuing to attend classes over an extended period of time, sometimes request that the faculty member permit them to submit work in absentia to receive credit to complete the course. If the concurrent absences will constitute more than 15% of the class sessions for the term, then written permission from the Academic Dean is required before any course assignments can be completed while missing class. The student must be in good academic standing in the course to make the request. All approved coursework must be completed by the end of the semester in which the course was begun.

**Student Conduct and Academic Integrity:** Policies on student conduct and academic integrity are in the College’s “Student Rights & Responsibilities” document. This can be accessed at the following URL: http://www2.highlands.edu/subwebs/academicaffairs/academicintegritypolicy.htm

**Students with Special Needs, Disability Statement:** If any student in the class feels that he or she needs accommodation due to a disability, please feel free to discuss this with the instructor early in the term. Georgia Highlands College has resources available for students with certain disabilities. Accommodations may be made (such as providing materials in alternative formats, assuring physical access to classrooms or being sensitive to interaction difficulties that may be posed by communication and/or learning disabilities) through Student Support Services on all campuses. For more information please contact: 706-368-7536.

**Financial Aid Statement:** This message applies only to students receiving financial aid: Federal regulations state that if a student did not attend classes and received failing grades, then the grades were not earned and financial aid needs to be reduced accordingly. Please be advised that any student receiving a 0.00 GPA will be required to prove that the 0.00 GPA was earned by attending classes or completing requirements for each class. Students who have earned at least one passing grade for the semester will not be affected by this regulation. If a student has properly withdrawn from all classes, the student’s financial aid should be adjusted from the time they signed the withdrawal form.

**Inclement Weather Policy:** If there is inclement weather, the college posts necessary announcements at www.highlands.edu.

**Weapons Policy:** For any questions or clarification, please refer to the University System of Georgia website: www.usg.edu/hb280.

**Tobacco-Free Campus:** Georgia Highlands prohibits the use of tobacco products on any property owned, leased or controlled by GHC. All faculty, staff, students, visitors, vendors, contractors and all others are prohibited from using any tobacco products (i.e., cigarettes, e-cigarettes, cigars, smokeless tobacco, snuff, chewing tobacco, etc.) while on GHC property.

**In Conclusion:** If you have any questions, comments, or concerns during the semester, please feel free to contact me.