Elementary Algebra

**INSTRUCTOR:** Gary Church

**Office:** 17-129
**Phone:** 574-6621
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**WEBSITE:** http://www.smccd.edu/accounts/church/

**OFFICE HOURS:** 10:00 to 12:00 daily

**TEXTBOOK:** Rockswold and Krieger; *Beginning Algebra, with Applications & Visualization*

**PREREQUISITES:** To be eligible for this class you must have the appropriate skill level as measured by a satisfactory score on the College Placement Test in combination with previous math coursework. Students who have earned three units of credit in MATH 811 (or the equivalent) at one of the SMCCCD colleges need not take the Math Placement Test.

**CALCULATOR:** You are required to have a calculator for use in this class. A basic “scientific” calculator is acceptable but I strongly recommend the TI-83 graphing calculator. It is an easy-to-use calculator that will serve you well in this and other courses. If you want to get a loaner calculator for use this semester come see me during my office hours.

**GRADING:** Your grade will be based on out of class assignments, frequent quizzes, exams and a final exam. I will drop your lowest quiz score and, if necessary, adjust exam and final scores by adding a constant amount to each students score to ensure that at least ten percent of the class receive “A’s.” Assignments, quizzes, exams and the final exam will be weighted as follows:

- Quizzes/Assignments: 30%
- Exams: 50%
- Final Exam: 20%

The final letter grade is calculated as a percentage of the weighted scores based on the ranges:

- A = 100—90
- B = 89—80
- C = 79—70
- D = 69—60
- F = 59—00

A grade of “I” (incomplete) will be given only in the case of an emergency situation.

**MAKEUPS:** In case of absence, you will be allowed to make up one exam if you inform me of your absence no later than one day after the date of the exam and you take the make-up within one week of your return to class. The make-up test will be more difficult than the original exam and will not be curved.

**HOMWORK:** Homework will be assigned each class meeting so that you can practice the concepts as they are presented. I will not typically collect homework but some assignments will be collected without prior notice (you are expected to have each assignment done by the next class meeting.) These will be spot graded and will count in your grade. From time to time you will be given take home assignments in addition to the usual homework from the text. Collection policies on these exercises will be discussed when the assignment is issued.

**ATTENDANCE:** Attendance, while not directly affecting your grade, is very important; there is a direct correlation between attendance and grade point average. Attendance will be recorded each class meeting and excessive absence (five or more days) is cause for being dropped from the course, regardless of academic progress. Whether a student is actually dropped depends on individual circumstances.

**MRC:** You are required to sign in to the Math Resource Center (MRC) in 16-166 for at least one hour each week. This time can be spent studying, doing homework or getting help from one of the tutors. More information about the MRC can be found at: http://www.smccd.net/accounts/csmmrc/

**FINAL EXAM:** The final exam is comprehensive and will be given on Mon., May 21, 8:10—10:40 a.m..

**IMPORTANT DATES:**

- Last day to add or to drop with possible class fee refund: Mon., Jan. 29.
- Last day to drop with no mention of course on transcript: Fri., Feb. 9.
- Last day to drop with a guaranteed “W” grade: Thurs., Apr. 26.
  No “W” grades will be given after this date! Please bring me a drop slip if you decide to drop the class.