MATH 61: BASIC MATHEMATICS (3 units) - Summer 2013
CRN: 30117   Time: 7:30 – 9:40 am
CRN: 30192   Time: 12:30 – 2:40
INSTRUCTOR: Jill Kitzmiller, Math Department
Office: 2768   Phone: (760) 355 - 6296
E-mail: jill.kitzmiller@imperial.edu

TEXT & MATERIALS
The text book **Concepts of Numbers**, 3E, Lontz is **REQUIRED**. **You will be DROPPED from the course if you do not have the text book by the end of the week!!**
MATH XL computer program for doing homework is required for all students and is included with your textbook.   A scientific calculator (not graphing) is also recommended, but not allowed to be used on exams.

CATALOG COURSE DESCRIPTION
An introduction the concepts needed for further study in Mathematics. Topics covered include operations with whole and rational numbers, decimals, percents, ratio and proportions, and their applications

STUDENT LEARNING OUTCOMES
Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:
1. Perform the basic operations with whole and non-signed rational numbers.
2. Perform conversions to and from fractions, decimals, and percents.
3. Solve application problems involving operations with non-signed rational numbers.

COURSE OBJECTIVES
Upon satisfactory completion of the course, students will be able to:
 1. Demonstrate skills working with whole numbers.
 2. Demonstrate skills working with fractions.
 3. Demonstrate skills working with decimals.
 4. Demonstrate skills working with percents.
 5. Solve problems involving sales tax and discounts.

ACADEMIC ACCOMMODATION
Any student with a documented disability who may need academic accommodation should notify the instructor and the Disabled Student Services Programs and Services (DSP&S) office in room 2117 in the Health Science building as soon as possible. The DSP&S office phone number is (760) 355-6312.

CONTACTING INSTRUCTOR
I will be available during office hours for personal discussion. I endeavor to listen to voice-mail and look at email each day when I am on campus. I DO NOT look at email on the weekends (Friday- Sunday) or on holidays. I do not respond to email regarding absences, unless it is long term. I do not discuss grades over email, this must be done in person.

PACE OF COURSE & TIPS FOR SUCCESS

The textbook we are using in this course is designed for in class group work and developing your own rules for numerical computation that are mathematically valid. You will need to participate in small group discussions and present material in class. The book does not have many examples, or give much explanation,, so being in class is crucial to understanding the material.

College courses moves rapidly coving the material equivalent to one year of math at the high school level, and meeting only twice per week. For every hour spent in class, you are expected to spend 2 -3 hours outside of class reading the book, doing homework, and studying the material. It is critical that you participate in class discussions and ask questions. Avoid falling behind in the material, reading and homework. You cannot learn mathematics without doing the problems. If you fall behind it will be difficult to catch up. Stay organized, take good notes and read your notes after class. If you are having difficulty with the material, get help. You can get help from me during office hours or in the math tutoring center. Work with others outside of class, form a study group if possible. You are responsible for all material in assigned chapters and all material covered in lecture, even if you are absent, so find someone in class to make you copies of the notes & materials if you can not be in class.

BEHAVIOR

IVC School policy states that no food or drink is allowed in the classroom. Also no children are allowed in the classroom. You will be asked to leave the class for one or two class meetings if you exhibit behavior that prohibits or impedes any member of this class from pursuing any class assignment, objective or learning opportunity within the classroom. **Please be courteous of others, try to be on time, turn off your cell phone or other electronic devices, and avoid talking during lectures. DO NOT TEXT. Texting during class is disruptive to your learning and students around you.**

 It is assumed that each student will do his/her own work. If a student is caught cheating on a test, that student will receive a "0" grade on that exam and the score will not be dropped. The student may also be referred to the college administration for disciplinary action. Examples of cheating include, but are not limited to, submitting someone else's work as your own and using unauthorized materials on the exams.

ATTENDANCE

IVC School policy states that students are expected to attend every session of class in which they are enrolled. It is the **student's responsibility** to add, drop, or withdraw from this class before the appropriate deadlines. You may be dropped by the instructor if you miss the first day of class or have more than 3 unexcused absences. If you decide to withdraw from this class, please let me know as a courtesy. If you fail to withdraw from this course before the deadline, you will be assigned a final grade in the course (even if you stop coming). Check the course catalogue for information on drop dates. **Regular class attendance is necessary for success in this course. You are responsible for all material covered in class during your absence.**

INCOMPLETE
To receive a final grade of incomplete, you must be passing the class and be unable to take the final exam.

EVALUATION
There will be six in class exams (100 points each) and one comprehensive final examination (100 points). Exams are closed book/closed note and each student must work independently. Plan now to be in class on the date of the exams. Any missing exam grade will be recorded as a "0". Your lowest test score (except for the final exam) will be dropped.

There will be homework assigned for each chapter in the book. Homework will be done on a computer using the Math XL program you purchase online or at the bookstore.
You will not pass the class if you do not complete any homework!
You may use you own personal computer with internet access or use a computer in the Math Lab. There are 100 points assigned for homework. **Homework will be due by the date of each exam.** No late homework will be accepted.

Homework will be worth up to 17 points per chapter (6 chapters) as follows:
80% or more correct = 17 points,   70% or more correct = 14 points,
60% or more correct = 11 points,   50% or more correct = 8 points,
40% or more correct = 5 points,   30% or more correct = 2 points.
Less than 30% correct = 0 points

GRADING
To receive a passing grade of "C" or better, you must have 490 points or more based on:

Homework (Math XL)	100 points
Exams	500 points
Final	100 points
Total	700 points

Breakdown: 630 & up = A, 560 - 629 = B, 490 – 559 = C, 420 - 489 = D, below 420 = F.

Attendance, class participation and a subjective instructor's interpretation of work may be used in assigning a final grade to borderline cases.

MATH 61 – CONCEPTS OF NUMBERS
TENTATIVE SCHEDULE – SUMMER 2013

Monday	Tuesday	Wednesday	Thursday
6/24 Introduction 1.1	6/25 1.2, 2.3, 2.1	6/26 2.2, 3.1 Review	6/27 EXAM 1
7/1 4.1 – 4.2	7/1 4.3, 4.5	7/3 5.1 Review	7/4 HOLIDAY
7/8 EXAM 2	7/9 5.2, 5.3	7/10 6.1 Review	7/11 EXAM 3
7/15 6.2, 6.3	7/16 6.4 Review	7/17 EXAM 4	7/18 7.1 , 7.2
7/22 7.3, 7.5	7/23 8.1 Review	7/24 EXAM 5	7/25 8.2, 8.3
7/29 Review	7/30 EXAM 6	7/31 Review	8/1 FINAL EXAM