MTH 013

Basic Math

Spring 2020

Class Time and Location:

Basic Math	MTH013	
MW	11:00 – 12:15	Room S255
MW	4:30 – 5:45	Room S255
TR	11:00 – 12:15	Room S255
TR	2:00 – 3:15	Room S255

Instructor Name: Trista VanAelstyn-Hicks
Office Location: Math Lab Room S255
Office Contact: (479) 394-7622 **Ext**. 2255
Office Hours- During open lab
Email: tvanaelstyn@uarichmountain.edu **Cell phone:** (479)234-9840

Prerequisite: None

Resources: The textbook used in this class is *Developmental Mathematics* by D. Franklin Wright, published by Hawkes Learning. We will provide the software and calculators for this class.

Supplies you need to get for this class:

Pencils (NO PENS!)
Erasers
Spiral Notebook or small three-ring binder
Pocket Folder

Course Description: This course is designed primarily as a refresher course for those students who are weak in basic skills and who need a review of the fundamentals. The content of this course includes the fundamental operations of whole numbers, fractions, decimals, percents, ratio and proportion, statistics, applications for business and consumers, the metric system, rudimentary geometry, and introductory algebra. (Offered fall and spring semester)

Program Outcomes: The purpose of the Associate of Arts Program is to provide students with the knowledge and critical thinking skills that will enable the student to analyze problems, arrive at intelligent conclusions, and make reasoned choices in his or her professional and personal life. Course syllabi specify how each class will help students achieve the outcomes and competencies of the general education curriculum.

- Students will demonstrate competency in mathematics, including analytical and occupational skills.

Rationale: An objective of post-secondary education is to provide a core of knowledge that is shared with most educated people. By studying and developing a deeper understanding of mathematical computations, students can better analyze, problem solve and prepare critical thinking strategies for real world scenarios.

Course Objectives:
Upon successful completion of Basic Math, the student should be able to do the following:

- Perform basic operations on real numbers.
- Solve problems involving ratio, proportion, and percentage.
- Solve applied business and consumer problems.
- Use mathematical concepts of basic algebra.
- Demonstrate proficiency in technological skills.

Student will be able to demonstrate the above objectives in the form of passed certifies, tests and hand-written explanations.

Topical Outline:

Unit 1: Whole Numbers

A. Addition and Subtraction with Whole Numbers
B. Multiplication with Whole Numbers
C. Division with Whole Numbers
D. Exponents and Order of Operations
E. Tests for Divisibility
F. Prime Numbers and Prime Factorizations

Unit 2: Fractions and Mixed Numbers

A. Introduction to Fractions and Mixed Numbers
B. Multiplication and Division with Fractions and Mixed Numbers
C. Least Common Multiple (LCM)
D. Addition and Subtraction with Fractions
E. Addition and Subtraction with Mixed Numbers
F. Order of Operations with Fractions and Mixed Numbers

Unit 3: Decimal Numbers

A. Introduction to Decimal Numbers
B. Addition and Subtraction with Decimal Numbers
C. Multiplication with Decimal Numbers
D. Division with Decimal Numbers
E. Decimal Numbers and Fractions

Unit 4: Ratios and Proportions, Percent, and Applications

A. Ratios and Proportions
B. Solving Proportions
C. Decimal Numbers and Percents
D. Fractions and Percents
E. Solving Percent Problems by Using Proportion
F. Solving Percent Problems by Using Equation: R x B = A
G. Applications: Discount, Sales Tax, Commission, and Percent Increase/Decrease

Unit 5: Introduction to Algebra

A. The Real Number Line and Absolute Value
B. Addition with Real Numbers
C. Subtraction with Real Numbers
D. Multiplication and Division with Real Numbers
E. Translating English Phrases and Algebraic Expressions

Course Schedule:

Week #	Minimum Pace Required by Lesson #	Dates
1	Orientation/Pretest/Hawkes Homework Unit 1	01/13 – 01/17
2	Hawkes/Homework Unit 1	01/20 - 01/24
3	Hawkes/Homework Unit 1	01/27 – 01/31
	Unit 1 Due Hawkes/Homework/Test	01/31/2020
4	Hawkes Homework Unit 2	02/03 – 02/07
5	Hawkes/Homework Unit 2	02/10 – 02/14
	*****NO SCHOOL*****	02/17/2020
6	Hawkes/Homework Unit 2	02/18 – 02/21
	Unit 2 Due Hawkes/Homework/Test	02/21/2020
7	Hawkes/Homework Unit 3	02/24 – 02/28
8	Hawkes/Homework Unit 3	03/02 – 03/06
9	Hawkes/Homework Unit 3	03/09 – 03/13
	Unit 3 Due Hawkes/Homework/Test	03/13/2020
10	Hawkes/Homework Unit 4	03/16 – 03/20
11	*****SPRING BREAK*****	03/23 – 03/27
12	Hawkes/Homework Unit 4	03/30 – 04/03
	Unit 4 Due Hawkes/Homework/Test	04/03/2020
13	Hawkes/Homework Unit 5	04/06 – 04/10
14	Hawkes/Homework Unit 5	04/13 – 04/17
15	Hawkes/Homework Unit 5	04/20 – 04/24
	Unit 5 Due Hawkes/Homework/Test	04/24/2020
16	Study for Basic Math Final	04/27 – 05/01
17	***FINALS WEEK*** REFER TO FINAL SCHEDULE***	05/04 – 05/07

- **Course Conduct:**

Hawkes Homework

- Before students are allowed to take a unit test, they must present completed homework and software practice to their instructor.
- Assigned homework problems can be found on the course materials section in the Hawkes Learning System.

HLS Lessons

- Each student will be required to complete a minimum of 29 lesson objectives in the Hawkes Learning System.
- *Each lesson objective will have a placement test that is open book/notes (60-minute time limit), which may* ***not*** *be repeated. A score of 100% is required on the placement test in order to proceed to the next unit.*
- The placement test will place you on the lessons from which you have missed questions and give you 100% grades on the lessons from which you did not miss any questions. Each lesson is composed of Instruct, Practice, and Certify. *Certify is a quiz that is open book/notes which may be repeated.*
- A minimum score of 80% is required on the quiz in order to proceed to the next lesson objective.

Tests

- There will be 5 Unit Tests given throughout the semester on the Hawkes Learning System. Each test will be given after the student completes the appropriate unit objectives. If the student makes a 100% on the Placement Test for a unit they will automatically receive a 100% for their Unit Test grade as well.
- *Each test may be taken only* ***once****, and* ***may only be taken when an instructor is present.*** *The Unit Test is locked by a password. Only your instructor can release the test for use. If a student manages to override the password and test without instructor approval, they will receive a 0% for the test.*
- *The tests will be closed notebook/book exams.* ***Any student caught using their book or notebook during a test will be given a zero for that test – NO TOLERANCE!***

UA Rich Mountain Credit Hour Calculator: For every course credit hour, you should expect to spend at least three clock hours per week of concentrated attention on course-related work, including but not limited to time attending class, as well as out-of-class time spent reading, reviewing, organizing notes, preparing for upcoming quizzes/exams, problem solving, developing and completing homework, and other activities that enhance learning. For a three hour course, a typical student should expect to spend at least nine hours per week dedicated to the course. This includes the time spent in class. Please see the credit hour calculator attached at the end of the syllabus.

Course Requirements/Evaluation:

HLS Lessons	30% (Certifies)
TESTS	30% (The highest of Placement/Unit will be taken)
Attendance	10% (Attendance can be made up if excused)
Homework	30% (Grade taken for each unit)
Total	100%

Grades shall be assigned on the basis of a standard percentage scale:

A: 89.5 – 100%
B: 79.5 – 89.4%
C: 69.5 – 79.4%
D: 59.5 – 69.4%
F: 59.4% and below

Class Procedures/Student Requirements:

Attendance/ Make-up Policy:

If a student is absent from any class, it is the **student's responsibility** to contact the instructor ***before*** the next class meets to determine if the absence is excused. The student must make up the class time on their own accord during open lab. It is the student's responsibility to maintain a minimum pace as suggested on the back board in the classroom. Every three hours of recorded extra time will remove one EXCUSED absence when determining eligibility for incomplete status. Five or more absences could result in the removal of points from final grade. Attendance will make up 5% of the overall grade. Students with excessive unexcused absences (more than five) can be given an NF (non-attendance failure) grade. *STUDENTS THAT MISS TWO OR MORE DAYS DURING THE FIRST TWO WEEKS OF CLASSES WILL BE ADMINISTRATIVELY WITHDRAWN FROM THE ROSTER.*

Success:

Success in this class requires good attendance, good study habits and note-taking skills, and extra-time spent outside the class time. Students should try to log in extra-time as often as possible to remain on pace.

Resources:

Hawkes Math tutoring is available from Student Support Services (SSS) and www.tutor.com. Contact Marsha Jenkins at (479) 394- RMCC ext. 1623 for more information on SSS tutoring. Contact Brenda Miner at (479) 394- RMCC ext. 1370 for more information on www.tutor.com.

Classroom Behavior:

- ✓ **Food and drinks are NOT permitted near computers in this class.**
- ✓ Electronic devices, such as cell phones and pagers, are **NOT** permitted and **MUST** be turned off or turned onto vibrate during class. You may **NOT** answer your cell phone during a graded activity. Violation of these policies may result in disciplinary action.
- ✓ Students are **NOT** permitted to bring children, parents, siblings, spouses, or other significant others to class.

Borrowed Materials:

If you borrow materials from the lab, you must turn them in upon completion of finals week. Failure to do so could lead to a registrar's hold on your account or a charge to your account to cover the cost of the item.

Pre-test and Post-test:
You are required to take a pretest and post-test to evaluate your knowledge of Basic Math.

Academic Dishonesty: Plagiarism, cheating, and other forms of academic dishonesty are prohibited. In addition to other possible disciplinary sanctions which may be imposed through the regular institutional procedures as a result of academic misconduct, your instructor will assign an "F" for the exercise or examination for the first offense and assign an "F" for the course for the second offense.

Disability Policy: It is the policy of UA Rich Mountain to accommodate students with disabilities, pursuant to state and federal law. Any student with a disability who needs accommodations should contact the Vice-Chancellor for Student Affairs Office, 394-7622 ext.1400.

Arkansas Clean Air Act: In compliance with the Arkansas Clean Air Act, UA Rich Mountain is a smoke and tobacco free facility. Students and guests are to refrain from the use of all tobacco products while on campus.

Student Misconduct: Students committing misconduct are subject to disciplinary sanction(s) and or restrictions. Misconduct or prohibited behavior includes, but is not limited to endangerment, harassment, disruption, sexual misconduct, dishonesty, illegal drugs and/or alcohol, fire or safety issues, gambling, property violations, computer violations or other violations as listed in detail in the UA Rich Mountain catalog.

UA Rich Mountain Mission: University of Arkansas at Rich Mountain exists to provide all residents of the Ouachita Mountain Region with exemplary educational and enrichment opportunities to improve the quality of life and standard of living.

Campus Security: UA Rich Mountain strives to provide a safe learning environment; therefore, students who know of any security risk are asked to contact a college official. For more information follow this link and look under the title Health and Safety: http://www.uarichmountain.edu/at-a-glance/disclosures

Credit Hour Requirement Calculator

Course Information

Department, Course Number		Mathematics
Course Title	Basic Math	MTH013
Credit Hours	3	

Mode of Delivery	Hybrid	
Weeks in Part of Term	15	
Level of Reading Material	General/Easy/Non-Technical (1)	1
Reading Level of Students	Remedial Student or Slow Reader (3)	3
Average Pages per Hour	11	

Enter either week or term, not both

Contact Hours	**Hours/Week**	**Hours/Term**	**Total Hours**
Lab Contact Hours	3		45

	Pages Asg'd	**Hours/Week**	**Hours/Term**	
Syllabus Items				
Assigned Homework		4		60
Tutor Assistance		1		15
				0
				0
				0
				0
				0
				0
				0
				0

Total Hours	120
Required Hours	112.5
Difference	Ok + 7.5