

New Mexico State University - Grants Campus

CCDM 114N: Algebra Skills-Lecture

4Cr.

Instructor: Jeff Peace

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Office hours: MW 6:00-6:30 P.M.; TTh 11:15-11:45 A.M. or by appointment

Class Place & Time: MH 102, TTh, 8:55 – 11:05 A.M.

Overview: CCDM 114N is designed for students who have had some high school algebra, and who need to brush up on weak algebra skills. Students who have had little or no high school algebra are strongly encouraged to take CCDM 112N and CCDM 113N instead of CCDM 114N. Although CCDM courses do not apply toward a degree, the skills learned are essential for most degree programs. Also, the completion of CCDM 114N with a grade of C or higher satisfies the University's Mathematics Basic Skills requirement necessary in order to enroll in any upper-division course numbered 300 or higher. The prerequisite for CCDM 114N is a grade of C or better in CCDM 103N, or a score of 71 or better on the Arithmetic portion of the Computerized Placement Exam.

Expected Outcomes: Students will learn to perform operations on integers and rational numbers, square roots, exponential expressions with integer exponents, and polynomials (including factoring), and to graph linear equations. They will also learn to solve linear, rational and quadratic equations (real-number solutions only), linear inequalities, formulas and applied problems.

Instructional Activities: Learning activities will consist of lectures; classroom discussion; group work; homework activities; preparing for, taking, and reviewing unit tests, and preparing for and taking a comprehensive final exam. Homework assignments will involve working exercises from the text after the appropriate material has been covered in class. When handed in, the assignments should be stapled and in order, and it should be clear to the instructor which answers go with which problems and/or their various parts. Work must be shown for partial credit to be assigned. Assignments should be handed in at the beginning of the class period they are due. **Late homework will not be accepted without a valid excuse.** A score of zero will be awarded for a homework assignment not handed in on time. Homework problems worked incorrectly may be corrected and submitted by the next class period for half-credit. This course will be a composition of seven units. There will be a unit test over each of the seven units and a comprehensive final exam. An optional mid-term exam will also be offered. Each unit test is to be taken in either the Math Lab or the CTL area. They are to be completed by dates specified in the schedule. One re-take of each exam is allowed after it has been corrected and turned back into the instructor. Exams may be made up if the instructor determines that the student had a legitimate excuse for missing it. The instructor may require documentation (ex. Note from doctor for medical reason) in making such determination. If the instructor questions the legitimacy of the excuse, he will consult with, and abide by the opinion of the Campus Student Services Officer in determining whether the excuse is legitimate.

Evaluation: Unit exams are worth 40% of your final grade, homework is worth 40% of your final grade and the final exam is worth 20% of your final grade.

Grading Scale:

90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
Below 60	F

Text: **Introductory Algebra, Tenth Edition**, by Marvin L. Bittinger.

Calculator: An approved scientific calculator is required and may be used on all tests except Test 1.

Important Dates to Remember:

Labor Day Holiday - No Classes:	Monday, September 4
Fall Break	October 9 and 10
Last day to drop a course with a "W":	Tuesday, October 17
Last day to withdraw from the University:	November 17
Thanksgiving Holiday:	November 22-25

CCDM 114N Class Schedule**Fall 2006**

Material from the text is to be covered as follows. Please read and take notes on each section to be covered before coming to class.

Th	8/24:	Introduction: 1.1, 1.2
T	8/29:	1.3, 1.4, 1.5, and 1.6
Th	8/31:	1.7, 1.8
T	9/5:	2.1, 2.2
Th	9/7:	2.3, 2.4
T	9/12:	2.5, 2.6 Test 1: Chapter 1 due
Th	9/14:	2.7, 2.8
T	9/19:	4.1, 4.2
Th	9/21:	4.3, 4.4
T	9/26:	4.5, 4.6 Test 2: Chapter 2 due
Th	9/28:	4.8, 5.1
T	10/3:	5.2, 5.5
Th	10/5:	5.6, 5.7
Th	10/12:	5.8 Test 3: Chapter 4 due
T	10/17	Mid-Term Exam
Th	10/19:	6.1, 6.2
T	10/24:	6.3, 6.4 Test 4: Chapter 5 due
Th	10/26:	6.5, 6.6
T	10/31:	6.7

Th	11/2:	3.1
T	11/7:	3.2
Th	11/9:	3.3, 3.4
T	11/14:	3.5, 3.7 Test 5 Chapter 6 due
Th	11/16:	8.1, 8.2
T	11/21:	8.3, 8.5
T	11/28:	8.6 Test 6 Chapter 3 due
Th	11/30:	9.1, 9.2
T	12/5:	9.3
Th	12/7	Review Test 7 Chapters 8 and 9 due
12/14: Final Exam 9:00 – 11:00 A.M.		

SYLLABUS ADDENDUM

- The instructor may modify this syllabus to meet the needs of a particular class.
- If you have, or believe you have, a disability and would benefit from any accommodation(s), you may wish to register with the Student Services Office on the first floor of Martinez Hall. All medical information will be treated confidentially. After you have registered, please make sure that your instructor receives a copy of the accommodation memorandum from Student services within the first two weeks of class. It will be the student's responsibility to inform the office of Student Services (in a timely manner) if services/accommodations provided are not meeting your needs. Feel free to call Ms. Irene Charles-Lutz; Campus Student Services Officer at 287-6629, with any questions about the Americans with Disabilities Act (ADA), and/or Section 504 of the Rehabilitation Act of 1973.
- If you have a condition that may affect your ability to exit safely from the premises in an emergency or that may cause an emergency during class, you are encouraged to discuss any concerns with Ms. Irene Charles-Lutz; Campus Student Services Officer at 287-6629.
- Any student found guilty of academic misconduct shall be subject to disciplinary action. Academic misconduct includes, but is not limited to, the following actions: cheating; helping other students cheat; plagiarism; unauthorized possession of examinations, reserve library materials or laboratory materials; unauthorized changing of grades on an examination, instructor's grade book or grade report; nondisclosure or misrepresentation in filling out applications or other college records. The following disciplinary actions and sanctions may be imposed for any of the above infractions of regulations: Disciplinary Probation, Disciplinary Suspension, Dismissal, and Expulsion. At the very least, academic misconduct may result in a failing grade in this class.
- Students are expected to attend regularly all classes for which they are registered. When the number of absences is excessive and hinders a student's progress, the instructor may recommend expulsion from the class. For a 15-week course, that means more than **three consecutive absences or five cumulative absences**. Based on the recommendation of the instructor, and with the concurrence of the Campus Instructional Officer and the Campus Student Services Officer, a student will be dropped for persistent absences or for persistent failure to complete class assignments. Similarly, a student may be dropped for behavior that interferes with the educational environment of the class. Any student who has been dropped has the right to appeal through the student Academic Grievance Policy (see Student Handbook).