



**SCOTTSDALE
COMMUNITY COLLEGE**

A MARICOPA COMMUNITY COLLEGE

Course Information – MAT103 College Math Prep - 25936

Semester/Year/Dates: Spring 2023, 1/17/2023 – 3/10/2022 (8 weeks), 3-credits

Room/Meeting Days/Times: Tu/Th, 10:30 – 11:45 am in CM472

Learning System (s) MOER and Canvas

Course Format

The course format for this course is HyFlex-Hybrid but another way to describe it is Multiple Attendance Options (MAO). Students have the ability to choose between In-Person and Online instruction for each class during the semester. Here are some guidelines as to how to interpret and practice your attendance options during the semester:

- There are 16 class sessions total. You are encouraged to attend ALL of these in-person.
- If you cannot attend a class in-person, you will be able to access online content to catch up on what you missed in class. You will still be responsible for meeting any assignment deadlines and for completing and submitting work that may have been assigned during class OR there may be alternate but similar assignments for students that do not attend a given class session in-person.

Instructor Information

Instructor: Donna Slaughter, donna.slaughter@scottsdalecc.edu

Phone: TEXT: (920) 485-1205

Office Hours: W: Remote Hours from 10 – 12 (see MOER for link)
Tu Th 8:30 – 10:00 On Campus (CM425)

Calculator Information

A graphing calculator is required for this class. The TI83/84 graphing calculator is the recommended calculator.

- Contact the SCC Media Center at (480) 423-6652 for information on renting a TI83/TI84 (cost \$10 per semester).
- Calculators with Computer Algebra System (CAS) features are not allowed (for example the TI-Nspire CAS).

Disability Resources and Services (DRS)

For information about DRS and class accommodations, visit:

<https://www.scottsdalecc.edu/students/disability-services>

Course Description

Foundational knowledge of topics necessary for success in College Mathematics. Emphasis on understanding mathematical concepts and their applications. Topics include number sense, proportional reasoning, numerical and algebraic expressions, linear equations, and representations of data. There are no prerequisites for this course.

Course Competencies

1. Utilize appropriate technology for problem solving.
2. Model, solve and interpret solutions to real world problems.
3. Identify, analyze, and express mathematical relationships in written problems.
4. Estimate and round numbers appropriately.
5. Convert between decimals, fractions, percents, and words.
6. Compute numerical expressions involving exponents and roots.
7. Apply the order of operations to numerical expressions involving integers and rational numbers.
8. Set up and solve proportion and percent problems.
9. Distinguish appropriate uses of additive and multiplicative reasoning.
10. Simplify linear expressions including combining like terms and applying the distributive property.
11. Solve linear equations.
12. Given multiple representations, identify corresponding input and output values and interpret their meanings in context.

Texts and Course Materials

College Mathematics Preparation – Student Workbook - Version 1.2, October 2020

An Open Educational Resource created by instructors at Scottsdale Community College.

Course Technologies

View the [Accessibility Statements & Privacy Policies](#) of technologies used in this course.

Maricopa Systems

This course uses key Maricopa systems for course management and communication.

- Student Maricopa Gmail Account
- Maricopa Open Educational Resource Learning System (MOER)
- Canvas Learning Management System

Synchronous Communication Tools

This course does not have a synchronous component. If you meet with your instructor, you may be asked to utilize one of the technologies below:

- Zoom and/or
- Google Meet

Student Assignment Tools

This course may require students to participate in or submit assignments using desktop and/or cloud-based applications.

- Adobe PDF and/or Microsoft Word or Google Docs

Streaming Media/Audio/Video Tools

This course delivers video lectures through YouTube.

Exam Proctoring Tool

Exams in this course are not proctored.

Course Policies

The following are policies specific to this course. Students are also responsible for the college policies included on the [Student Regulations](#) page of the Maricopa Community College District website.

General Conduct

Students are expected to conduct themselves in a responsible, mature, and academically honest manner. Be honest in everything you do. Do not present someone else's work as your own including work that you find on other Internet sites. Any student caught cheating on an assignment/exam will receive a grade of zero for that assignment/exam and will be subject to disciplinary action, including possible class withdrawal, in accordance with SCC policies.

Class Drop

If you realize right away that this class is not for you, you will need to drop the class as soon as possible in order to receive a full refund. Check the Academic Catalog (<https://www.scottsdalecc.edu/catalog>) for these important dates. You are responsible for dropping within the window to obtain a refund if you decide that is what you want to do. Your instructor can drop you within the drop window if you do not attend class OR if you do not complete assignments that are due prior to the drop deadline.

Class Withdrawal

This is not a self-paced class. You have assignments and due dates and must make regular and consistent progress on course work and assignments. If you miss ONE test deadline or ONE exam deadline you could be withdrawn so be sure to stay in touch with your instructor.

Students can request to withdraw from this class (with a grade of W) at any time prior to taking Exam #3. Students that take Exam #3 cannot earn a W for the class.

If a student withdraws or is withdrawn from the course, the instructor is required by law to report last day of attendance (LDA). This date is based upon actual work that is submitted and/or communication with the instructor about the class.

Grading Standards & Practices

Grading Scale

Letter Grade	Points Range
A	90 – 100%
B	80 – 89%
C	70 – 79%
D	60 – 69%
F	0 – 59%

Assignments

Assignment Name	Percent of Grade
Orientation Modules and Academic Honesty Assignments	Total of 5%
*Additional Assignments – Given In Class	20%
*Lesson Video Assignments – MOER assignment (6)	0%
Lesson Video Assignments – Written Work Submission (6)	Total of 5%
Lesson Online Homework and Exam Reviews (6)	Total of 5%
Lesson Tests (6 tests)	Total of 15%
**Exams (1, 2, 3)	Total of 50%
TOTAL:	100%

* Lesson Video Assignments must be completed in MOER to 100% in order to open the Lesson HW. However, the MOER assignments are not part of your overall grade. Students are required to submit a completed lesson packet and this written work is part of your grade. This is explained in greater detail in MOER.

**Exams in this class occur after lessons 2, 4 and 6 and cover 2 lessons worth of content. In order to sit for an exam, students must complete the required lesson assignments for that exam, the Online Review assignment for that exam, and the Academic Honesty assignment for that exam. Exams in this class are not proctored.

Response Time

Students can expect a response time of 24 hours or less for the instructor to respond to messages sent via the MOER System or Canvas messaging or email (M – F). Students can expect written assignments to be graded within 48 hours of the due date.

In-Class Attendance Policy

If you plan to take advantage of the HyFlex option for a given class session and not come in-person, you **MUST** let your instructor know in advance via MOER messaging or Canvas or email. If you miss an in-person session and do not notify your instructor in advance, that will count as an absence. If this happens twice, you may be withdrawn from the class.

Instructional Contact Hours (Seat Time)

This is a three (3) credit-hour course. Due to the accelerated nature of this course, plan to spend about twelve hours on homework/tests weekly outside of class.

Math Tutoring

SCC's Math Center tutors are available in person and online to help. Visit the Math Center <https://www.scottsdalecc.edu/students/tutoring/math> for detailed information. Please use your time effectively and be prepared with your questions before you connect with a tutor.

As much as possible, it is highly recommended that you utilize SCC Math Center tutors since they are familiar with SCC coursework, instructor expectations, and assignments; however, if you need to work with a tutor outside regular Math Center hours, you have access to a 24/7 online tutoring service called Brainfuse. You may utilize up to 6 hours of online tutoring through Brainfuse per semester and have the option of requesting additional time if needed.

Visit the [SCC Online Tutoring Services Through Brainfuse](#) page for detailed information about Brainfuse tutoring.

Students are responsible for the information contained in this syllabus, the Syllabus page in your Canvas course and the **College Policies & Student Services** page found in the First Steps module of your Canvas course. Students will be notified by the instructor of any changes in course requirements or policies.