

Intermediate Algebra
GRADING POLICY AND COURSE GUIDELINES

I. CLASS: MATH 115
INSTRUCTOR: Chris Baade
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II. INSTRUCTOR'S PHILOSOPHY:

As your instructor, I offer the following philosophy: accomplishments which are not considered worthwhile will probably come easily but worthwhile accomplishments require commitment, dedication, and hard work. Successful completion of this course is a worthwhile accomplishment. If you put little effort in, you will get little out. If you are a model student, ready in all aspects to willingly participate in this important endeavor upon which you have embarked, you will receive immeasurable rewards. Education and knowledge are two of the few things you can possess which no one can ever take away. But you cannot become educated and knowledgeable by merely signing up for a course. You can begin to set yourself up for success in this course by attending every class meeting and being on time, completing all assignments on time, taking all exams as scheduled, and by asking questions in class. I will be more than happy to spend extra time helping you to understand the material outside of class IF you are fulfilling your responsibilities as the student. As your instructor, it is my goal that we work together to make this a positive and successful educational experience for you.

Success in this course also is also dependent on being properly prepared. The prerequisite for Math 115 is successful completion in Math 096 (a grade of C or better) or Accuplacer placement into Math 115 or higher.

III. EXAMS

All regular semester exams must be taken as scheduled. There will be NO MAKE-UP EXAMS. One regular exam score (not including the final exam) will be dropped before your grade is averaged. If you must miss class on a test day, a score of 0% will be recorded and this will be the test score you will drop. With this policy, a person who has a very good reason for missing class on a test day will not have to worry about that zero being averaged into their grade.

IV. HOMEWORK

Homework will be collected each day and graded. There will be a homework handout, listing the exercise sets and the problems you are expected to do for each section we cover in our textbook. The homework will always be due the next day after we finish covering the section. If you anticipate missing a day of class, it is a good idea to do that homework ahead of time and turn it in early so that you do not get behind. Unfortunately, there will not always be enough time to answer all questions on the homework in class. You may need to get some help outside of class to cover questions or problems that may arise with the homework. Please do not hesitate to see me during my office hours if you need some one-on-one tutoring. Also, the Student Success Center, Room 1307, offers free tutoring. Doing your homework and doing it yourself is the single most important thing you can do to be successful in this class. You will notice that almost all of the problems assigned are odd-numbered problems. This means that the answers to the problems you will do for homework are all listed in the back of the book. If you turn in a homework paper in which there is no work shown and only answers are listed, I will assume that you copied the answers out of the back of the book and you will get no credit for your homework. Most students will say: I don't have any problem at all with the homework but when it comes time to take the test, I get confused and I just can't work the problems. The reason this is true for so many students is that they do the homework in a much different format than that which is expected at exam time. You need to practice doing the problems in the same way you are expected to do them when you take an exam. And when you take an exam, you will not be provided with a list of answers to check your work. Also, you will not be provided with an example to go by. If you always do your homework by carefully copying the steps of another worked example from your book or notes, you are not preparing yourself for the testing situation at all! Keep this in mind at all times while you are doing your homework. If you find yourself unable to work a problem unless you have a great deal of assistance from a tutor or your book or your notes, then chances are, you need to clear up your understanding and practice the problems much more on your own before test time or possibly you are in the wrong class!

V. QUIZZES

Some quizzes will be announced but most will be pop quizzes. Most of these quizzes will be given at the start of class. Since there are no makeups on quizzes it is very important that you are in class on time. Please do not ask to makeup a quiz during a break or after class. The lowest quiz will be dropped.

VI. GRADING

Your grade will be based on the following:

1.	Regular Exams	55%
2.	Homework	10%
3.	Quizzes	15%
4.	Final Exam	20%

NOTE: Attendance will be taken and will be used as a means of giving the student a higher letter grade in the event that the students' average borders between two letter grades. You are responsible for remembering to sign the attendance sheet at the end of class.

The above scores will be computed to determine your final letter grade as follows:

More than three absences:		Three or Less than three absences:	
90-100	A	89-100	A
80-89	B	79-88	B
70-79	C	69-78	C
60-69	D	59-68	D
0-59	F	0-58	F

VII. CALCULATORS

Graphing calculators are not required for this course. Since the graphing calculator is required for College Algebra and Trigonometry it is suggested the calculator be purchased and used to gain familiarity. It is recommended that the student purchased TI-83 or 84 graphing calculator. The graphing calculator will NOT be allowed on quizzes, chapter exams or the final exam. This is departmental policy. Scientific calculators will be allowed on quizzes and exams.

VIII. WITHDRAWING

If at any time during the semester you become aware that you are no longer able to pursue the course work for this class, it is very important that you fill out a drop slip and take it to student services. If you simply quit coming and fail to officially withdraw from the class, your instructor has no other choice than to assign a grade of 'F' for the semester. This 'F' will go on your transcript and hurt your grade point average. If you turn in a drop slip, your transcript will show a 'W' and this will not hurt your GPA.

IX. INCOMPLETES

An incomplete is NOT given to avoid a poor grade, but given for reasons beyond the student's control (i.e. hospitalization, extended illness, etc.). If there was adequate time to complete the requirements, an incomplete will not be given. An incomplete must be arranged with the instructor at the time in which the student becomes unable to perform (i.e. attend class, do homework, or take exams). The student must be passing the course at the time the incomplete is requested. *If you have any disability that will affect your performance in this class, please let a San Juan College counselor and I know as soon as possible. This information will be held in the strictest of confidence by all involved. Please note that you cannot be accommodated if your instructors and counselors are unaware of you situation.*

X. ACADEMIC DISHONESTY

Cheating will not be tolerated! Students who attempt to earn credit, in any way, for work that is not their own may receive an F for the course. Never assume it is ok to use a 'cheat' sheet or write notes for yourself on your calculator. Cheating or plagiarism can result in suspension.

No cell phones allowed out on desks during quizzes or exams. Cell phone usage during an exam or quiz will result in a zero.

Please put all phones away during class.