

Harrisburg Area Community College  
Mathematics and Computer Science Department  
Harrisburg Campus  
Fall 2018 – 2<sup>nd</sup> 7 Weeks



**Instructor Information:**

Instructor - George C. Jensen  
Office Location - Whitaker Hall #218  
Campus Mail Location - Whitaker Hall #223  
Office Hours – Mon., Wed. and Fri. – 7:45 to 8:00 AM & 9:15 to 9:30 AM or by appointment  
Note: In the case of a delayed opening, office hours will be from 10:35 to 11:05 AM  
Office Phone Number - (717) 780-2300, Extension 710761  
Personal Mobile Phone - (717) 580-7390  
HACC Email - [gcjensen@hacc.edu](mailto:gcjensen@hacc.edu)  
Website - [www.georgecjensen.com](http://www.georgecjensen.com)

**About the Course:**

Course Information - Pre-College Mathematics II, CRN 24406, MATH 022, 2 Credits  
Catalog Description - Develops and strengthens algebraic skills: linear equations and inequalities in one variable, ratios and proportions. A course fee is required.  
Prerequisites - MATH 008 or 010 with a grade of C or higher. Co-requisite: ENGL 001 for students required to take reading by the College Testing and Placement Program.  
Meeting Time – Mondays, Wednesdays and Fridays – 8:00 AM to 9:15 AM  
Meeting Location – Whitaker Hall, Room 210  
Delayed Opening Information - If the College announces a delayed opening, our class will meet from 10:00 AM to 10:35 AM  
Textbook - Developmental Mathematics (Pre-College Math 1 & 2), Sullivan & Struve, 1<sup>st</sup> Edition, Pearson 2016

**Learning Outcomes:**

Upon successful completion of the course the student will be able to:

- Use the properties of real numbers and the order of operations to simplify algebraic expressions and solve linear equations in one variable
- Solve linear inequalities, graph solutions sets, and write solution sets using interval and set-builder notations
- Demonstrate problem solving strategies for application problems involving proportions, percentages, measurements, and geometry
- Translate applications into mathematical equations, formulate problem solving strategies, and interpret the solutions

**Tutoring:**

Tutoring is usually available in the Learning Center (W117) during the following hours: Monday through Thursday 8:00am to 7:30pm, Friday 8:00am to 3:00pm, and Saturday 11:00am to 2:00pm.

## **Course Policies (Listed in Alphabetical Order):**

### Academic Dishonesty Policy

Note the following definition.

- Academic Dishonesty – Academic Dishonesty is defined as an intentional act of deception in which a student seeks to claim credit for the work or effort of another person, or uses unauthorized material or fabricated information in any academic work. It includes, but is not limited to: cheating, plagiarism, interference, buying or selling of class documents, falsifying of one's own or another's records, or knowingly assisting someone who engages in any of the above.

Academic dishonesty in any form will not be tolerated. Students who engage in Academic Dishonesty will receive a zero on the assignment for the first infraction. For any additional infractions, students will receive a grade of “F” in the course.

### Attendance Policy

Note the following definitions.

- Excused Absences - An absence that occurred for reasons that were: a) beyond the student’s control to prevent, and b) significant enough to reasonably prohibit attendance in class.
- Unexcused Absence - An absence that is not excused.
- Excessive Absences - Excessive absences occur when unexcused absences or the failure to participate in academic activities exceed 15% of the total class hours that will take place throughout the semester and when the absences preclude the possibility of the student attaining the stated learning outcomes for the course.

As per HACC’s policy on attendance and withdraws, students must attend class regularly. The instructor will withdraw students with excessive absences by the last date it is possible to receive a grade of W. The College’s deadline for dropping the course with a W grade is linked here: <http://www.hacc.edu/NewStudents/RegisterOnlineGuide/Add-Drop-Deadlines.cfm>.

### Calculator Policy

Only a scientific calculator may be used on the Final Exam for this course. Students may not use any web-enabled device as a substitute for a calculator on any Test or the Final Exam. Students may not use calculators with a Computer Algebra System (CAS) such as a TI-89 on any Test or the Final Exam.

### Classroom Etiquette

- Cellular Phones, Tablets and Other Electronic Devices - Students must either mute their cellular phones, keep them on vibrate mode, or turn them off during class. Students are permitted to answer an important text message provided it is done discreetly and does not turn into a texting “conversation.” Students who need to answer an important phone call must excuse themselves from the room. Constant texting and social media conversations are prohibited during class. Web browsing and the use of apps are also prohibited unless the instructor requests such for purposes pertaining to class. Any requests for exceptions to this policy must be cleared with the instructor who will grant or deny such. Students may not

text, web browse or use apps on a cellular phone, tablet or similar device during a Test or the Final Exam.

- Talking During Class - Students must remain quiet while the instructor is lecturing. They may raise their hands during lectures to ask questions. The instructor will make every effort to answer questions if a student raises his or her hand.

### Grading Policy

Final Grades will be calculated according to the following category weights:

MyLabsPlus Homework Assignments:	15%
MyLabsPlus Assessment Quizzes:	10%
Tests:	50%
Final Exam:	25%

A student's final letter grade for the course will be computed as follows:

<i>Course Average</i>	<i>Letter Grade</i>
Greater than or equal to 90% and up to 100%	A
Greater than or equal to 80% but less than 90%	B
Greater than or equal to 70% but less than 80%	C
Greater than or equal to 60% but less than 70%	D
Less than 60%	F

Note:

- In the event that any grade percentage initially calculated results in a decimal figure (not a whole number), the instructor will use standard mathematical procedures for rounding in order to assign a whole number percentage. A letter grade will then be assigned to that whole number percentage according to the Grading Scale above.
- Requests must be made to the instructor by email within 24 hours of receiving the grade on the exam. If the request is granted, the second attempt should be completed during one of the scheduled retake times.

### Make-up Work Policy

- Tests: Students will be permitted to make up a Test if their absence on the day of the Test is excused. If you have a work conflict or are ill the night before a Test is scheduled, it is your responsibility to contact the instructor in advance. If no arrangements are made in advance, the instructor will assign a ZERO grade for that test.
- MyLabsPlus Quizzes and Homework Assignments: Students must complete all MyLabsPlus homework assignments by the dates indicated for each Quiz and Homework Assignment. Assignments not completed will not receive credit.
- Final Exam: Students must take the Final Exam on the date scheduled.

### Tardiness Policy

Students are expected to come to class on time and stay for the duration of the session. Any exceptions to this will only be permitted due to extenuating circumstances and must be cleared with the instructor.

### Withdrawal Policy

Students may drop the course at any time during the College's withdrawal period. You may drop the course online through MyHACC or by submitting a paper Drop/Add/Withdrawal form at a Campus Welcome Center. You do not need your instructor's signature in order to drop the course. Please note that after the College's withdrawal period ends, you will receive a letter grade of A-F for the course according to the Grading Policy as stated above. As stated in the Attendance Policy above, the instructor will withdraw students with excessive absences by the last date it is possible to receive a grade of W.

Note: The College's deadlines for tuition refunds and dropping the course with a W grade are linked here: <http://www.hacc.edu/Students/RegisterOnlineGuide/add-and-drop-deadlines.cfm>

### **STUDENTS IN NEED OF ACCOMMODATIONS:**

Students with disabilities who are in need of accommodations should contact the campus disability coordinator listed below. Coordinators for each campus can be found online here: <http://www.hacc.edu/Students/DisabilityServices/Contact-Disability-Services.cfm>

### **EEOC POLICY 005:**

It is the policy of Harrisburg Area Community College, in full accordance with the law, not to discriminate in employment, student admissions, and student services on the basis of race, color, religion, age, political affiliation or belief, gender, national origin, ancestry, disability, place of birth, General Education Development Certification (GED), marital status, sexual orientation, gender identity or expression, veteran status, genetic history/information, or any legally protected classification. HACC recognizes its responsibility to promote the principles of equal opportunity for employment, student admissions, and student services taking active steps to recruit minorities and women.

The Pennsylvania Human Relations Act ("PHRAct") prohibits discrimination against prospective and current students because of race, color, sex, religious creed, ancestry, national origin, handicap or disability, record of a handicap or disability, perceived handicap or disability, relationship or association with an individual with a handicap or disability, use of a guide or support animal, and/or handling or training of support or guide animals.

The Pennsylvania Fair Educational Opportunities Act ("PFEOAct") prohibits discrimination against prospective and current students because of race, religion, color, ancestry, national origin, sex, handicap or disability, record of a handicap or disability, perceived handicap or disability, and a relationship or association with an individual with a handicap or disability.

Information about these laws may be obtained by visiting the Pennsylvania Human Relations Commission website at <http://www.phrc.pa.gov/Pages/default.aspx#.V2HOujFuNS0>.

*Here is the Contact Information for the Harrisburg Campus Disability Coordinator*

Carole Kerper, Director, Disability Services

Cooper 133D

Phone: 717-780-2614

Fax: 717-780-2335

Email: [clkerper@hacc.edu](mailto:clkerper@hacc.edu)

### Schedule of Class Sessions, Tests, Assessment Quizzes, Topics and Concepts:

Note – Students must log onto MyLabsPlus to access Assessment Quizzes. Tests will be given in class on paper and must be completed in class within a specified period of time. In the table below, “MLP” stands for MyLabsPlus.

Session	Meeting Date	Section Number(s) Test/Quiz	Section Name Test Section Numbers & Due Dates
1	10/22/2018	2.5 7.1	Simplifying Algebraic Expressions Linear Equations: Add/Mult Properties of Equality
2	10/24/2018	7.2	Linear Equations: Using the Properties Together
3	10/26/2018	7.3  <b>Assessment Quiz 1 Opens in MLP</b>	Solving Linear Equations Involving Fractions and Decimals; Classifying Equations <b>2.5, 7.1-7.2 Assessment Quiz 1 Due 11/2/2018</b>
4	10/29/2018	7.3, continued	
5	10/31/2018	7.4	Evaluating Formulas and Solving Formulas for a Variable
6	11/2/2018	7.4, continued 6.2	Perimeter and Area of Polygons/Circles
7	11/5/2018	6.3	Introduction to Square Roots and the Pythagorean Theorem
8	11/7/2018	7.5	Problem Solving: Direct Translation
9	11/9/2018	7.5, continued Review	2.5, 6.2, 6.3, 7.1-7.4
10	11/12/2018	<b>Test 1 in Class</b>	<b>2.5, 6.2, 6.3, 7.1-7.4</b>
11	11/14/2018	7.7 <b>Assessment Quiz 2 Opens in MLP</b>	Problem Solving: Geometry and Uniform Motion <b>7.3-7.4, 6.2-6.3, 7.5</b>
12	11/16/2018	7.8	Solving Linear Inequalities in One Variable
13	11/19/2018	7.9	Compound Inequalities
14	11/21/2018	5.1 Review	Ratios and Unit Rates 7.5, 7.7-7.9
15	11/26/2018	<b>Test 2 in Class</b>	<b>7.5, 7.7-7.9</b>
16	11/28/2018	5.2 5.4	Proportions Solving Percent Problems: Proportion Method
17	11/30/2018	5.5 5.6	Solving Percent Problems: Equation Method Applications Involving Percent
18	12/3/2018	7.6 <b>Assessment Quiz 3 Opens in MLP</b>	Problem Solving: Problems Involving Percent <b>7.8-7.9, 5.1-5.2 Assessment Quiz 3 Due 12/10/2018</b>
19	12/5/2018	6.1	The Metric System of Measurement
20	12/7/2018	Course Review	
	TBA	<b>Final Exam</b>	<b>Details to Be Announced</b>

### Homework Assignments in MyLabs Plus

Log onto MyLabsPlus to access assignments and for information regarding Homework Assignment due dates. Students are encouraged to use the exercises in the textbook for additional help and for a study guide when Internet Access is not available.