

HUDSON COUNTY COMMUNITY COLLEGE
STEM DIVISION
MAT071 - BASIC MATH SYLLABUS
CREDITS: 3



TITLE OF COURSE: BASIC MATHEMATICS NUMBER: MAT 071 –

TERM: _____ /YEAR _____ PRE/CO-REQUISITE(S): N/A

CLASS MEETING TIMES: _____ ROOM: _____

INSTRUCTOR: _____ EMAIL ADDRESS: _____

1. COURSE DESCRIPTION:

This course is design to review basic arithmetic concepts, skills and vocabulary, which are required for the study of algebra and for numerical computations. Topics covered include: operations with whole numbers, fractions, decimals, signed numbers; evaluating and simplifying variable expressions; solving simple linear equations; ratios, rates, and proportions; percent; basic statistics and geometry.

2. STUDENTS LEARNING OUTCOMES:

Upon successful completion of Basic Mathematics student will be able to:

1. Operate and use the order of operations agreement to simplify numerical expressions involving addition, subtraction, multiplication, division, exponents and square roots of whole numbers, integers, decimals, fractions, and combinations of them.
2. Round, estimate and compare different types of numbers.
3. Select appropriate problem-solving strategies to estimate, solve and interpret word problems requiring one or more operations.
 - a. Distinguish and calculate the base, amount and percent to solve percent application problems.
 - b. Compute any missing component of: areas, perimeters, radio/diameter, and angles of a triangle.
4. Simplify and evaluate variable expressions.
5. Translate verbal expressions to variable expressions.
6. Apply the addition and/or multiplication property to solve linear equations in one variable and verify the answer.
7. Set up and solve a proportion when given a verbal description of a proportional situation in which one quantity is unknown.

3. REQUIRED MATERIALS:

Textbook: Prealgebra & Introductory Algebra, Fifth Edition by Elayn El Martin-Gay,
ISBN 13: 978-0-13-470763-1

ISBN 10: 0-13-470763-X

MyMathLab: A MyMathLab access code is required for this course. It is bundled with the textbook and sold through the HCCC Bookstore or may be purchased only the Mymathlab code separately. Further instructions regarding MyMathLab will be provided.

Calculators are not permitted to be used at any time.

4. ATTENDANCE:

HCCC students are expected to attend *all* class meetings during the course of each academic semester. In the event of emergency or illness, students should notify their instructor or program office immediately.

The responsibility for course work missed due to absence rests entirely with the students.

Regular attendance is necessary for satisfactory achievement. Therefore, it is the responsibility of the student to attend class and be on time for daily attendance check. Students are only permitted **2 absences** in this course. Missing more than 2 classes may result in failure. Absence is not an excuse for coming to class unprepared. You are responsible for all work on the date that it is due.

Leaving class early or arriving late requires instructor permission.

Make-up tests will only be permitted for absences due to a documented family or medical emergency. In order to qualify for a make-up test, the student must contact the instructor **within 24 hours** of the absence by phone or email and be prepared to provide documentation validating the absence if requested.

5. HOMEWORK:

A homework assignment in MyMathlab will be given at the end of each class. This assignment is due, fully completed, at the beginning of the next class and is not to be worked on while instruction is being given. Late homework for any section(s) will only be accepted with the permission of your instructor.

Students are required to complete all of the corresponding assignments at 70% or better before the administration of each of the three tests and the exit exam.

6. EVALUATION METHODS:

A student who has not *correctly* completed at least 70% of the assigned work *will not be permitted to take the Exit Exam and will fail the class.*

In order to help students demonstrate mastery of the material and prepare for the Exit Exam, there will be three tests given during the semester:

Test 1 (Chapters 1-2)

Test 2 (Chapters 1-4)

Test 3 (Chapters 5 and 6)

If students do not take Test 1, Test 2, or/and Test 3 on time, because of an incomplete homework, they will receive a penalty; first time: minus 5 points; second time: minus 10 points, and third time: minus 20 points.

Grades: Grades are based on the following criteria:

Graded homework	10 %
Test 1	15 %
Test 2	15 %
Test 3	15 %
Exit Exam	45 %

Assignment of Final Grades:

GRADE	Criteria	Next Class
E (Exit)	70% or higher	MAT 071/073 Basic Algebra
R (Repeat)**	60% to 69%	Retest or Enrichment Program
F (Fail)	less than 60%	Repeat Basic Math MAT071

** Students with a **final grade of R and exit exam score greater than or equal to 65%** are eligible to **retest**.

Students with **final grade R and exit exam score below 64%** should take the **Enrichment Program or repeat the class**.

Enrichment is a FREE program to help students who did not exit Basic Math/ Basic Algebra. Students will be tested at the end of the program. Eligibility requirement apply. For additional questions reach out to Pat Barroero (pbarroero@hccc.edu)

7. CLASS ROOM RECORDING POLICY:

Hudson County Community College prohibits the audio-visual recording, transmission, and distribution of classroom sessions. Classes may only be recorded with the advance written permission of the instructor. The complete classroom recording policy is listed in the student handbook.

8. ACCESIBILITY SERVICES STATEMENT:

Hudson County Community College is committed to the creation of an inclusive and safe learning environment for all students. The Office of Accessibility Services is responsible for determining reasonable accommodations for students who encounter barriers due to disability (conditions can include but are not limited to: mental health, attention-related, learning, cognitive/developmental, vision, hearing, physical or health impacts). When the student completes the request process and reasonable accommodations are determined to be necessary and appropriate, an Accommodation Letter (Letter) will be provided. The student must provide the Letter to each course instructor. This should be done as early in the semester as possible as accommodations are not retroactive. You

can contact Accessibility Services by phone at 201-360-4157, by email at as@hccc.edu; visit their website at <http://www.hccc.edu/accessibility-services/> or visit them at 71 Sip Avenue, L011, Jersey City, NJ and all information provided will be kept confidential.

9. BEHAVIORAL EXPECTATIONS:

The College assumes that entering students are adults who have developed mature behavior patterns, positive attitudes, and conduct above reproach. Students are treated according to this belief and are expected to behave in the classroom in a manner that is supportive of the learning environment.

10. USE OF ELECTRONIC COMMUNICATION DEVICES

The use of any electronic device, including calculators, is strictly prohibited during class. All phones and mobile devices must be turned off or silenced during class and stored out of sight.

11. ACADEMIC INTEGRITY STATEMENT:

Academic Integrity Standards:

Academic integrity is central to the pursuit of education. For students at HCCC, this means maintaining the highest ethical standards in completing their academic work. In doing so, students earn college credits by their honest efforts. When they are awarded a certificate of degree, they have attained a goal representing genuine achievement and can reflect with pride on their accomplishment. This is what gives college education its essential value.

Violations of the principle of academic integrity include:

- Cheating on exams
- Reporting false research data or experimental results
- Allowing other students to copy one's work to submit to instructors
- Communicating the contents of an exam to other students who will be taking the same test
- Submitting the same project in more than one course, without discussing this first with the instructor
- Submitting plagiarized work. Plagiarism is the use of another writer's words or ideas without properly crediting that person. This unacknowledged use may be from published books or articles, the Internet, or another student's work

When students act dishonestly in meeting their course requirements, they lower the value of education for all students. Students who violate the college's policy on academic integrity are subject to failing grades on exams or projects, or for the entire course. In some cases, serious or repeated instances of academic integrity violations may warrant further disciplinary action.

Detailed information on the College's Academic Integrity policy may be found in the *HCCC Student Handbook*. The handbook also contains useful information for students on completing research projects and avoiding plagiarism

12. MANDATORY USE OF HCCC EMAIL ADDRESS

Members of the HCCC community are required to check their official HCCC email address in order to stay current with College and course communications. All college business communication between faculty, students, and staff must be sent via an official HCCC email address. If an employee or student elects to forward or link his/her HCCC email to a separate and private account, that individual remains responsible for all material transmitted to that account. Employees of HCCC shall not be responsible for any material that remains undelivered, due to defects in the private non-HCCC accounts. Failure in the operations of private email accounts shall not be cause for excuse from communications between the student and the employee. Students that encounter difficulty with HCCC email should view the FAQ's section on the Portal.

13. TUTORING Early intervention is important to succeed in the class, extra help with the material is offered at the Lower level of the Library Building and Supplemental Instruction sessions and tutoring are also available at STEM building Room S514.

14. DIVERSITY, EQUITY, AND INCLUSION STATEMENT

Hudson County Community College (HCCC) fosters a welcoming environment that celebrates and encourages culturally responsive curricula, respects diverse viewpoints, and values discussions without censure or hostility. Our classrooms are strengthened by embracing all student voices and identities.

15. MASKS AND VACCINES MANDATES

In efforts to keep our community healthy and in response to the concerns related to COVID-19 variants, HCCC requires all students attending on-ground classes or utilizing on-ground services to be fully vaccinated.

Masks are required for all students, faculty, and staff inside all HCCC buildings. For those that would like them, N95 masks are available at security desks. N95 masks are recommended as they provide more protection than cloth masks.

In addition to these precautions, and most importantly, everyone should monitor themselves for symptoms and stay home if they are sick.

Please refer to the Return to Campus webpage: (www.hccc.edu/community/returntocampus/index.html), the Return to Campus FAQs: (www.hccc.edu/community/returntocampus/faq.html), and all Return to Campus email communications for more information and updates.

16. WEEKLY OUTLINE:

Week	Section	Topic	Ebook Pages
1	1 1.2 1.3 1.4 1.5	THE WHOLE NUMBERS <i>Place Value, Names for Numbers and Reading Tables</i> <i>Adding & Subtracting Whole Numbers and Perimeter</i> <i>Rounding and Estimating</i> <i>Multiplying Whole Numbers and Area</i>	pp. 8-16 pp. 17-31 pp. 32-39 pp. 40-51
2	1.6 1.7 1.8	<i>Dividing Whole Numbers</i> <i>Exponents and Order of Operations</i> <i>Introduction to Variables, algebraic Expressions, and Equations</i>	pp. 52-65 pp. 68-74 pp. 75-83
3	2 2.1 2.2 2.3 2.4	INTEGERS AND INTRODUCTION TO SOLVING EQUATIONS <i>Introduction to Integers</i> <i>Adding Integers</i> <i>Subtracting Integers</i> <i>Multiplying and Dividing Integers</i>	pp. 99-107 pp. 108-115 pp. 116-123 pp. 124-132
4	2.5 2.6	<i>Order of Operations</i> <i>Solving Equations</i> Review chapters 1 and 2	pp. 135-141 pp. 142-150
4	3 3.1 3.2	SOLVING EQUATIONS <i>Simplification of Variable Expressions</i> <i>Solving Equations</i>	pp. 165-174 pp. 175-183
5		TEST 1 (CHAPTERS 1-3)	
6,7	4 4.1 4.2 4.3 4.4 4.5 4.6 4.7 4.8	FRACTIONS AND MIXED NUMBERS <i>Introduction</i> <i>Factors and Simplest Form</i> <i>Multiplying and Dividing Fractions</i> <i>Adding and Subtracting Like Fractions</i> <i>Adding and Subtracting Unlike Fractions</i> <i>Complex Fractions, Order of Operations, and Mixed Numbers</i> <i>Operations on Mixed Numbers</i> <i>Solving Equations Containing Fractions</i>	pp. 215-228 pp. 229-241 pp. 242-253 pp. 254-267 pp. 268-279 pp. 282-289 pp. 290-306 pp. 307-315
8	5 5.1 5.2 5.3 5.4 5.5 5.6 5.7	DECIMALS <i>Introduction to Decimals</i> <i>Adding and Subtracting Decimals</i> <i>Multiplying Decimal</i> <i>Dividing Decimals</i> <i>Fractions, Decimals, and Order of Operations</i> <i>Solving Equations Containing Decimals</i> <i>Mean, Median and Mode</i>	pp. 332-343 pp. 344-356 pp. 357-365 pp. 366-375 pp. 378-386 pp. 387-391 pp. 392-399
9		TEST 2 (CHAPTERS 4 and 5)	
10,11	6 6.1 6.2 6.3 6.4 6.5 6.6	RATIO, PROPORTION, AND PERCENT <i>Ratio and Proportion</i> <i>Percents, Decimals, and Fractions</i> <i>Solving Percent Problems with Equation</i> <i>Solving Percent Problems with Proportions</i> <i>Applications of Percent</i> <i>Percent and Problem Solving</i>	pp. 417-426 pp. 427-437 pp. 438-444 pp. 445-452 pp. 455-466 pp. 467-472
12	8 8.2 8.3	GEOMETRY <i>Perimeter</i> <i>Area</i>	pp. 574-582 pp. 583-599
13		TEST 3 (CHAPTER 6 and 8) Exit Exam Review	
14		Departmental Exit Exam	
15		Retake Exit Exam Period	

17. MyMathLab

MyMathLab is an interactive website where you will be completing homework assignments to help you master the course objectives. By using MyMathLab, you can get help when YOU need it. MyMathLab includes multimedia learning aids, videos, animations, and live tutorial help.

Before You Begin:

To register for MyMathLab, you need:

- A MyMathLab student access code** (packaged with your new student workbook or available for purchase with a major credit card)
- Your instructor's Course ID:**
- A valid email address**

Student Registration:

- Enter www.mymathlab.com in your web browser.
- Under Register, click **Student**.
- Enter your **Course ID** exactly as provided by your instructor and click **Continue**. *Your course information appears on the next page. If it does not look correct, contact your instructor to verify the Course ID.*
- Sign in or follow the instructions to create an account. Use an email address that you check and, if possible, use that same email address for your username. Read and accept the License Agreement and Privacy Policy.
- Click **Access Code**. Enter your **Access Code** in the boxes and click **Next**. *If you do not have an access code and want to pay by credit card or PayPal, select the access level you want and follow the instructions. You can also get temporary access without payment for 17 days.*

Once your registration is complete, a **Confirmation** page appears. You will also receive this information by email. Make sure you print the Confirmation page as your receipt. Remember to **write down your username and password**. You are now ready to access your resources!

Signing In:

- Go to www.mymathlab.com and click **Sign in**.
- Enter your **username** and **password** and click **Sign In**.
- On the left, click the name of your course.

The first time you enter your course from your own computer and anytime you use a new computer, click the **Installation Wizard** or **Browser Check** on the Announcements page.

Need help? Contact Product Support at <http://www.mymathlab.com/student-support> for live CHAT, email, or phone support.

Syllabus/Contract

I, _____, received a copy of the Basic Math syllabus, and I had ample time to read it and ask questions about the format of the course and the policies.

Furthermore, I understand that success in this class requires my:

- (1) Attending all my classes on time.
- (2) Practicing and completing assignments.
- (3) Understanding and obeying the rules of the class.
- (4) Respecting the ideas and opportunities of others.
- (5) Completing all the requirements in order to take the final exit exam.

(Signature)

(Date)

Student Contact Information

Please fill in the following information where I might reach you during the semester:

Home phone	()
Work phone	()
Cell phone	()