

**SUFFOLK COUNTY COMMUNITY COLLEGE  
MICHAEL J. GRANT CAMPUS  
FALL 2009  
MAT001 COURSE OUTLINE**

<b>COURSE:</b>	Developmental Mathematic Skills
<b>SECTION:</b>	MAT 001 CRN 93286
<b>INSTRUCTOR:</b>	Maria Teresa Alzugaray Rodriguez
<b>PRE-REQUISITE:</b>	None
<b>OFFICE:</b>	HSEC A106
<b>PHONE NUMBERS:</b>	Office: (631) 851 – 6442 Math Secretary: (631) 851 - 6737
<b>E-MAIL:</b>	alzugam@sunysuffolk.edu
<b>OFFICE HOURS:</b>	Monday 10:00 – 11:15 am Tuesday 8:30 – 9:15 am; 2:00 – 3:15 pm Wednesday 12:30 – 1:30 pm Thursday 8:30 – 9:15 am
<b>WEBPAGE</b>	<a href="http://www2.sunysuffolk.edu/alzugam">http://www2.sunysuffolk.edu/alzugam</a>

**COLLEGEWIDE COURSE DESCRIPTION**

This course has been designed for the students who need to learn or strengthen basic arithmetic skills, introductory plane geometry concepts, and to prepare for entry into beginning algebra. Grading in this course determined by mastery of completed topics. Graded on an S-R-U-W basis. Does not fulfill requirements for any degree or certificate. Students taking this course must also take MA07 before enrolling in a college-level mathematics course.

**OBJECTIVES**

Upon successful completion of this course, students should be able to

1. Perform the four arithmetic operations - addition, subtraction, multiplication, and division with the following sets of numbers: whole numbers, decimals, fractions, mixed numbers, and real numbers;
2. Read and write whole numbers and decimals using correct place values; round off whole numbers and decimals to specified place value;
3. Correctly evaluate arithmetic expressions with the following sets of numbers: whole numbers, decimals, fractions, and signed numbers;
4. Be able to write equivalent forms of a fraction, mixed number, decimal, and percent;
5. Compare decimals, whole numbers, fractions, and real numbers using the number line and inequality signs;
6. Demonstrate an understanding of ratio and proportion and be able to solve a proportion;
7. Acquire a clear understanding of the concepts of perimeter, area, and volume when applied to simple geometric figures;
8. Evaluate expressions with variables using signed numbers;
9. Develop the ability to analyze appropriate verbal problems.

### **PROCEDURES FOR ACCOMPLISHING THESE OBJECTIVES**

The students are expected to participate in problem solving during classes, do the assigned homework and reading and get help during the instructor's office hours if they need it. There is also free tutoring available at the Center for Academic Excellence Annex in room HSEC A129 (hours are posted on door and at [http://department.sunysuffolk.edu/AcademicSkillsCenter\\_G/index\\_1763.asp](http://department.sunysuffolk.edu/AcademicSkillsCenter_G/index_1763.asp)).

### **TEXTBOOK**

Basic College Mathematics, 2nd edition, by Miller/ O'Neill/ Hyde. McGraw Hill publisher.

### **GRADING PROCEDURE**

MAT 001 is graded on an S-U-R-W basis. In order for a student to receive an S, the student must complete all 6 exams with a **minimum 80% competence on each exam** and a cumulative **final exam with 75% competency**. A grade of "W" will be given to students who withdraw officially by returning a withdrawal slip with teacher's signature to the Registrar's Office prior to the college wide deadline. An R will be given to students who have satisfactorily completed up to and including Test 4. A U will be given to students who do not complete the course satisfactorily or who stop attending class.

### **APPROXIMATE TIMELINE FOR EXAMS**

Exam # 1	September 10, 2009
Exam # 2	October 13, 2009
Exam # 3	October 27, 2009
Exam # 4	November 5, 2009
Exam # 5	November 24, 2009
Exam # 6	December 8, 2009
FINAL EXAM	December 15, 2009

### **ATTENDANCE POLICY**

Attendance is mandatory. In accordance with the school policy, all students are expected to attend every session for each course for which they are registered. Students are responsible for all that transpires in class whether or not they are in attendance. The College defines excessive absence or lateness as more than the equivalence of one week of class meetings during the semester. Excessive absence or lateness may lead to failure in a course or removal from the class roster.

### **MATHEMATICS DEPARTMENT CALCULATOR POLICY**

Calculators are not permitted in Chapters 1-4, 10 and Part I of the final. At the discretion of the instructor, simple arithmetic calculators **without** a percent key are allowed for chapters 5,6,9 and Part II of the final exam.

**IMPORTANT INFORMATION**

A student with special needs or disabilities should get in touch with the instructor during the first week of the semester in order for the appropriate accommodations to be arranged. For more information on this matter please contact the Counseling Center at (631) 851-6250.

Any rude or disruptive behavior may be cause for dismissal from a class for one class meeting. In those cases where the continued presence of a student poses a substantial threat or would be disruptive to the class, the instructor can request that the Dean of Student Services impose an interim suspension pending a disciplinary hearing. Cell phones and beepers should be turned off at all times during class time.