

Spring, 2013

## Kitto - Math 102 Syllabus

**COURSE:**

Math 102 - Intermediate Algebra (4 units)  
Tues/Thur 2:15 – 4:20 pm, Room ME 110

**INSTRUCTOR:**

Dr. Rebecca Kitto

Office: HS 108

Phone: 722-6300, ext. 6423

E-mail: rkitto@avc.edu

Office hours: Mon/Wed 12:30 – 2:00pm  
Tues/Thur 12:30 – 1:30 pm

Web Page [www.avconline.avc.edu/rkitto](http://www.avconline.avc.edu/rkitto)

**TEXTBOOK:**

Intermediate Algebra, by Baratto, Kohlmetz and Bergman

**PREREQUISITE:**

You must have completed Math 070 (Beginning Algebra) or have obtained a satisfactory score on the Algebra II readiness assessment test in order to register for Math 102.

**GRADES AND TESTING:**

Your course grade will be determined by:

1. Chapter tests (100 points each)
2. A set of quizzes / in class written lessons (100 points)
3. Homework (50 points)
4. Final Exam - comprehensive (100 points)

The cutoff percentages for A, B, C, and D are 90%, 80%, 70%, 60%, respectively. The lowest “chapter test” score will be discarded. [Click here to view the schedule of tests and lecture topics.](#)

**MAKE-UPS:**

No make-up tests will be given. If you know in advance that you must miss a test, you may take it early. If an absence is unavoidable, the zero score on that test becomes the one discarded.

**QUIZZES:**

You will have a “quiz” (a collaborative written lesson) at nearly every class meeting. All “quiz” scores will be averaged to provide another 100 points. (Your lowest quiz score will be dropped.)

**HOMEWORK:**

Homework is assigned daily and will be collected at every class meeting, checked for completeness but not accuracy, and returned to you. It is your job to compare your answers with those in the book to determine correctness. [Click here to see homework schedule.](#)

**MATH LAB AND  
OUTSIDE HELP:**

You may get help on a drop-in basis from an instructor or a student aid in the Math Lab (located in the Learning Center), during the lab hours as posted. Please feel free to come to me outside of class for help also. I have five formal office hours per week, as listed above, and I am available at other times by appointment.

One of the best ways to get outside help is to work with another Math 102 student, preferably one of your own classmates. **Form a study group.** Many students do self-tutoring by going to various websites on the internet.

**SLOs**

SLO stands for Student Learning Outcomes. SLOs are broad, measurable goals of student learning that are overarching outcomes for a course or program. SLOs will be used by faculty and college staff to analyze student learning needs, to enhance student services, to evaluate course and program effectiveness, and to influence decisions regarding college planning and operations. The SLOs for Math 102 can be viewed at:

<http://www.avc.edu/administration/organizations/slo/msslos.html#mathematics>

**REASONABLE  
ACCOMMODATION:**

If you have a legally protected disability under the Americans with Disabilities Act (ADA) or California discrimination law, and you believe you need reasonable accommodation to participate fully in this class, please make an appointment to see me during my private office hours to discuss your need.

**ACADEMIC  
VIOLATIONS:**

(a) Violation of the Academic Honesty Policy: Dishonesty, including but not limited to, cheating or plagiarism. Plagiarism – from the Latin word for “kidnap” – involves using another’s work without giving proper credit, whether done accidentally or on purpose. This includes not only words and ideas but also graphs, artwork, music, maps, statistics, diagrams, scientific data, software, films, videos and the like. Plagiarism is plagiarism whether the material is from published or unpublished sources. It does not matter whether ideas are stolen, bought, downloaded from the Internet or written for the student by someone else – it is still plagiarism. Even if only bits and pieces of other sources are used, or outside sources reworded, they must still be cited. To avoid problems, students should cite any source(s) and check with the instructor before submitting an assignment or project. Students are always responsible for any plagiarism in their work.

(b) An instructor who determines that a student has cheated or plagiarized has the right to give an “F” grade for the assignment or examination.