Math 105 – Arithmetic  

Instructor: Professor Forkeotes

Class: MW 9:35 – 11am, VLGE 8342

Office: 1409F

Phone: 818.719.6416

E-mail: forkeoa@piercecollege.edu

Office Hours: MW 12:30 – 1:30pm, M-Th 6:45 – 7pm and by appt.


If you need help paying for books and other college expenses, call the Financial Aid Office at (818) 719.6428 or see them in the College Services Building http://www.piercecollege.edu/offices/financial aid

Course Description: Math 105 reviews the arithmetic essential in college and business. Topics include fractions, decimals, percent, and measurement. The course emphasizes problem solving techniques that are useful in practical situations. The following topics will be covered through lecture, group work and class participation.

- Whole numbers
- Multiplying and Dividing Fractions
- Adding and Subtracting Fractions
- Decimals
- Ratio and Proportion
- Percent
- Measurement

The above topics will be covered in Chapters 1 thru 7 in the text.

Method of Evaluation: Homework will be assigned from the text after each meeting, due at the next class meeting. You are expected to attend class on time, stay for the entire class period, and be fully prepared. In addition to the homework, in-class quizzes will be given at the end of each week. There are no make-up quizzes (however, I will drop your lowest quiz score). There will be six exams and one final exam (there will be no make-up exams). For each exam you will need a scantron form #882E, #2 pencil. No cell phones, pagers, iPods, computers, or CD players are allowed to be used in the classroom at any time, and must be shut off during class. The in-class exams will be a reflection of the homework and the material covered in class. The last day of class is Wed. Dec. 4th. The final exam is cumulative and scheduled for Wed. Dec. 11, 2013, 9am – 11am. Students are responsible for all material discussed in class and from the homework. Absence from class does not excuse the student from this responsibility. I
strongly encourage you to form study groups outside of class. Sometimes the best way to learn the material is to discuss it with other classmates. Please exchange contact information with a few of your classmates. If you have questions after attempting the homework, please ask in class or see me outside of class or send me an e-mail. Do not let time slide by without a good grasp of the material.

Grading System:
A 90 - 100
Quizzes: 20%
B 80 - 89
Exams (6): 60%
C 70 - 79
Final Exam: 20%
D 60 – 69, F 0 – 59

Tutoring:
Center for Academic Success (CAS)
Location: Building 5000 (1st floor library)
Hours: M – Th 9am - 5:30pm, Fri. 10am – 2pm
Wireless computer access available

Student Learning Outcomes:
Student Learning Outcomes (SLO’s) for this course will be assessed with a department wide course assessment tool developed by the Math SLO faculty team assigned to the course.

Upon successful completion of Arithmetic (Math 105) the student will be able to:

1. Choose the correct arithmetic operation and perform the calculations required to solve applied problems.
2. Perform calculations with, convert between, or compare common fractions, decimals, and percents in the context of applications.
3. Solve problems involving perimeter, area, and volume.

Drop Policy:
Any student who has stopped attending class has the responsibility to officially drop the class on-line. The instructor has the prerogative to drop any student with unexcused absences equaling one week’s worth of class time at any time throughout the semester up to the drop deadline; however the student must never assume the instructor will do so. Tardiness or early dismissal from class is regarded as an absence. Failure for the student to officially drop may result in the student receiving a grade of F for the course. The last day to drop classes online without a grade of “W” is Sun. Sept. 8, 2013, and the last day to drop classes online with a grade of “W” is Sun. Nov. 17, 2013.

Note: W’s count against your total attempts District wide. You can only attempt a class 3 times.

Attendance Regulations:
Students are expected to be in class on time and to remain for the entire class period. Medical appointments, work, job interviews, childcare responsibilities, etc. should be arranged so as not to occur during class time. Please do not make requests for exceptions.

Any student who has unexcused absences equaling one week’s worth of class time prior to census date may be excluded. Students may drop the class online on or before Sept. 8, 2013. Students who drop the class from Sept. 10 to Nov. 17 will have a “W” recorded on their permanent record.
Students are responsible to inform the instructor of any anticipated absences due to observance of major religious holidays so that alternative arrangements may be made. Failure to do so may result in an inability to make other arrangements or a lower grade.

**Holidays – No class**

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<thead>
<tr>
<th>Holiday</th>
<th>Date</th>
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<tbody>
<tr>
<td>Labor Day, college closed</td>
<td>Sept. 2</td>
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<tr>
<td>Veteran’s Day, college closed</td>
<td>Nov. 11</td>
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<td>Thanksgiving, college closed</td>
<td>Nov. 28-29</td>
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<tr>
<td>Winter Break, college closed</td>
<td>Dec. 24- Jan. 1</td>
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**Disability Awareness:**
Students with disabilities, whether physical, learning, or psychological, who believe that they may need accommodations in this class, are encouraged to contact Special Services as soon as possible to ensure that such accommodations are implemented in a timely fashion. **Authorization, based on verification of disability, is required before any accommodation can be made.** The phone number for Special Services is 818.719.6430 and they are located in the Student Services Building, #4800.

**Student Dishonesty:**
Students who are in any way involved with cheating on an exam will be given a “0%” for the exam. A report will be filed with the Dean.

**Classroom Behavior:**
Disobedient, disruptive or disorderly behavior exhibited by any student may result in disciplinary action in accordance with District policies and procedures. Action may include, but is not limited to expulsion from class.

The instructor has the prerogative to amend this syllabus at any time during the semester.