

Instructor: Clarissa Stone
Email address: crs031@shsu.edu

Office: LDB 421F
Office hours: Tuesday 9:30-11AM,
Wednesday 2-3PM, Thursday 9:30-11AM,
other times by appointment

Course Description:

This course satisfies the updated Texas Success Initiative mandate. The state has revised the law and now mandates that departments provide several options to address the varying degrees of student needs, in order to strengthen targeted weaknesses in a more efficient manner, thereby expediting the students' transition into college-level courses. This tutorial is taken in conjunction with **MATH 1324**. This course will allow the enrolled students to attempt their college-level math course while it provides the necessary support to help improve the students' chances for success. This course is required for students who have not met readiness standards for math. Each week you will be given an assignment to complete within ALEKS. Once you are finished with the assignment, you should work on any assignments you may have in MATH 1324.

This is a Pass/Fail Course:

- Students who complete the coursework successfully by the end of the semester will receive a 'CR' (pass) and will be TSI compliant.
- Students who do not successfully complete the coursework and who do not pass their college level math class with a C or better will receive an 'NC' (fail).
- Credit in this course will not be allowed to count toward graduation or computation of grade point average (GPA) or classification of students by hours completed. (Course does not fulfill University degree requirements.)
- A student can at any time pay and retake the TSI exam. If you pass with a 350 or higher we will give you credit (CR) for the course. This course may not be dropped.

Attendance Policy: Attendance is **mandatory** and taken at the beginning of class daily by swiping in at the workshop. Students are expected to attend the workshop for a least 2 hours per week. Should an emergency arise (such as a serious illness or death in the family) please report your absences through the Dean of Students. His office will assist you in gathering the required documentation and make sure that all your professors are made aware of the circumstances. The instructor will decide whether the documented circumstances qualify as an emergency or not. The Dean of Students office is located in Suite 215 of the Lowman Student Center. The phone number is 936-294-1785.

The Academic Policy Statement #800401 regarding Class Attendance can be accessed online at <http://www.shsu.edu/dotAsset/1e59e034-4fe5-4563-be7b-362234dca1ae.pdf>.

Course Materials:

- ALEKS Access Code (will receive on 1st day of classes);
- HIGHLY RECOMMENDED: College-ruled spiral notebooks for note taking and ALEKS Assignments –
- 3-ring binder: for syllabus, calendar, other handouts (optional).

Workshop Lab Times:

The Math Workshop Lab will be open the following times, you will sign up for specific times but you may go over your two hours for extra support:

- Monday: 4:00 -- 8:00 PM
- Tuesday: 4:00 – 8:00 PM
- Wednesday: 2:00 – 8:00 PM
- Thursday: 4:00 – 8:00 PM
- Friday: 2:00 – 4:00 PM

Tutoring:

Free math tutoring is available at the Math Center at the ASC located in Farrington 104 during the following times:

- Monday – Thursday: 8:00 AM – 9:00 PM
- Friday: 8:00 AM – 3:00 PM
- Sunday: 2:00 – 9:00 PM

Check out the website at www.shsu.edu/asc.

For instructions on managing your ALEKS student account, visit:

http://www.aleks.com/highered/math/Higher_Ed_Student_Registration.pdf

ALEKS Technical Support

- Hours (Eastern Time)
 - Sunday: 4pm – 1am
 - Monday – Thursday: 7am – 1am
 - Friday: 7am – 9pm
- Contact Support: <http://support.aleks.com>
- Visit www.aleks.com/support
 - FAQs
 - User Guides
 - System Requirements
 - Troubleshooting

Academic Honesty: The subject of academic honesty is addressed in paragraph 5.3, Chapter VI, of the Rules and Regulations, Board of Regents, The Texas State University System, <http://www.shsu.edu/dotAsset/728eec25-f780-4dcf-932c-03d68cade002.pdf>.

Students are to abide by the Code of Student Conduct and Discipline in the Guidelines for Student Conduct in the Student Life Policies Handbook. Infractions will be dealt with in accordance with these same Guidelines.

Copyright Policy: All printed materials disseminated in class or on the web are protected by Copyright Laws. One copy (or download from the web) is allowed for personal use. Multiple copies or sale of any of these materials is strictly prohibited. The SHSU copyright policy can be found online at <http://www.shsu.edu/dotAsset/b4bd865b-14bf-4fb5-af0b-66947f775e8d.pdf>

Use of Cell phones, Text Messages, etc., in Academic Classrooms and Facilities:

The use by students of electronic devices that perform the function of a telephone or text message during class-time may be prohibited if deemed disruptive by the instructor to the conduct of the class. Arrangements for handling potential emergency situations may be granted at the discretion of the instructor. Failure to comply with the instructor's policy could result in expulsion from the classroom or with multiple offenses, failure of the course. The cell phone policy can be found at <http://www.shsu.edu/dotAsset/6d35c9c9-e3e9-4695-a1a1-11951b88bc63.pdf>

Classroom Rules of Conduct: Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university. Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction. Inappropriate behavior in the classroom shall result in a directive to leave class. Students who are especially disruptive also may be reported to the Dean of Students for disciplinary action in accordance with university policy.

Visitors in the Classroom: Unannounced visitors to class must present a current, official SHSU identification card to be permitted in the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor's discretion whether the visitor will be allowed to remain in the classroom.

STUDENTS WITH DISABILITIES POLICY:

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance should register with the Office of Services for Students with Disabilities located in the Lee Drain Annex (telephone 936-294-3512, TDD 936-294-3786, and e-mail disability@shsu.edu). They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Services for Students with Disabilities and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Services for Students with Disabilities. For a complete listing of the university policy, see:

<http://www.shsu.edu/dept/academic-affairs/documents/aps/students/811006.pdf>

STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY

<http://www.shsu.edu/dotAsset/0953c7d0-7c04-4b29-a3fc-3bf0738e87d8.pdf>

MATH N024 Student Contract

By signing this form, I agree to the following:

- Complete ALEKS and all assigned modules with a grade of at least 70%.
- Attend the workshop a minimum of 2 hours per week.
- Maintain good attendance in MATH 1324.
- Meet weekly with my MATH 1324 instructor.
- Contact Ms. Stone at crs031@shsu.edu with concerns and for extra support in MATH 1324.
- Visit the Math Center as needed.

Signed: _____

Section of MATH 1324:

I will attend the workshop on the following days and times:

