

**MGF 1107 MATH FOR LIBERAL ARTS  
FALL 2012**

**COURSE SYLLABUS**

**PROFESSOR:** Mrs. Sonya Lenhof

**E-MAIL:** [slenhof@valenciacollege.edu](mailto:slenhof@valenciacollege.edu) Please write the course and time your class meets in the subject line to expedite your response. This also avoids the possibility of your email being filtered.

**OFFICE:** Building 1, room 358

**STUDENT ENGAGEMENT HOURS:** MTWR from 7:30 am – 8:15 am  
W from 10:00 am – 12:00 pm (noon)  
R from 10:00 am – 1:00 pm  
F from 8:45 am – 9:45 am in SPA/Math Support Center (Bldg 4, first floor)  
**Online:** T from 8:00 pm – 9:00 pm via e-mail or blackboard

**PHONE:** 407-582-2240 (If you leave a voice mail message I also receive the message via email)

**WEBSITE:** <http://faculty.valenciacollege.edu/slenhof>

**COURSE DESCRIPTION:** Prerequisite: Minimum grade of C in either MAT 1033C or MAC 1102 or MAC 1105 or satisfactory score on approved assessment. General education mathematics course which covers topics of voting techniques and apportionment, financial mathematics, networking, numeration and mathematical systems.

**REQUIRED MATERIALS:**

**Text:** *Mathematics Beyond the Numbers*, by Gilbert and Hatcher. Valencia Custom Version.

**Calculator:** A TI-83/84 or TI-83/84 plus graphing calculator. The professor will be using a TI-84 for classroom demonstrations. A different calculator may be used, but the professor may not be able to assist.

**Optional:** Student solutions manual is available but is optional.

**SUPPORT MATERIALS:**

There is tutoring available in Building 4, first floor (IMC). The Math Support Center (Building 4-102) is a great help! Videotapes and tutorial software are available at the ASC desk.

**ATTENDANCE:** Attendance is required at your assigned class time. You are expected to attend every class, be punctual, and complete all assignments. **You are responsible for all work presented when you are absent. I do not withdraw students due to non-attendance; it is your responsibility to handle such matters.** Regular attendance and participation are significant factors to promote success in the course.

**WITHDRAWAL POLICY:** **If you decide to withdraw, you must follow the proper procedure (see "Atlas" for details).** Students should familiarize themselves with Valencia College's withdrawal policy. Students may withdraw at any time until the withdrawal deadline, **November 2, 2012**, and receive a "W". After the deadline, students will receive the grade they earn.

**CELL PHONES, BEEPERS, WATCH ALARMS, MUSIC & ELECTRONIC DEVICES:** Please turn off all these devices before you come to class. They are a huge distraction and will not be allowed during class time. If a phone rings and is answered, that student will be asked to leave class and will be considered absent for the day.

**CLASS PARTICIPATION:** Students are encouraged to participate actively and ask pertinent questions during class. Courtesy will be observed at all times.

**EMERGENCY CONDITIONS:** To verify that the college is open and classes are being held, please call 407-582-1692 or sign up for Valencia Alert: Emergency Messaging System found on the Atlas homepage. You can also check the Valencia website or the local TV and radio news. If the college is open, I will hold class!

**HOMEWORK/QUIZZES:** When homework is assigned it is to be completed by the next class meeting so students may ask questions. Homework is not graded, however quizzes will be given on the homework – the quizzes will be approximately 10 minutes in length and may or may not be announced. The **ONLY** aid permitted during these quizzes is your **OWN** notebook. You will **NOT** be able to make up a quiz under any circumstance!! You are either present at the time a quiz is given and receive a grade, or, you are not present and will receive a **"0"** (zero). Your lowest quiz grade will

be dropped. Completion of homework on a regular basis is crucial to your success in this course. Keep your worked problems in a notebook in an organized fashion to optimize the help the notebook can provide during a quiz. Show all your work, that is, include worked-out solutions for each problem, not just the final answer! It is your responsibility to bring your notebook to class each day. Using the textbook, another person's notebook, or other unauthorized sources during a homework quiz is considered cheating. Check all the answers to your homework problems and rework those that are incorrect. I encourage you to work with other classmates.

**TESTS:** You will have 5 chapter tests during the semester. The **ONLY** aid permitted during tests is your calculator, no notes will be allowed. Tests will be given during class time, except for Test 3 which will be taken in the testing center. Each test will be worth 100 points. If you know ahead of time that you have to miss a test, arrangements must be made to take the test early. There is no cumulative final exam given in this course instead you may make-up or retake **one and only one** test on the day of the final exam. Otherwise there are no make-ups during the semester.

**ACADEMIC HONESTY:** All forms of academic dishonesty are prohibited at Valencia. Academic dishonesty includes, but is not limited to, plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, and misuse of identification with intent to defraud or deceive. **Sanctions available to the professor should a violation occur are described in the Valencia Student Handbook or online at <http://valenciacollege.edu/pdf/studenthandbook.pdf>.**

**EXPECTED STUDENT CONDUCT IN THE VALENCIA STUDENT HANDBOOK:** Valencia College is dedicated not only to the advancement of knowledge and learning but is concerned with the development of responsible personal and social conduct. Students who engage in any prohibited or unlawful acts that result in disruption of a class may be directed by the faculty member to leave the class. Violation of any classroom or Valencia's rules may lead to disciplinary action up to and including expulsion from Valencia. Disciplinary action could include being withdrawn from class, disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions. You will find the Student Code of Conduct in the current Valencia Student Handbook.

**COMPETENCIES OF A VALENCIA GRADUATE:**

1. Think clearly, critically and creatively by analyzing, synthesizing, integrating and evaluating knowledge.
2. Communicate by reading, listening, writing, and speaking effectively.
3. Make reasoned value judgments and responsible commitments.
4. Act purposefully, reflectively, and responsibly by implementing effective problem solving and decision making.

**STUDENTS WITH DISABILITIES:** Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferable during the first week of class. The Office for Students with Disabilities (East, Bldg 5-216) determines accommodations based on appropriate documentation of disabilities.

<b>COURSE GRADE CALCULATION:</b>	Quizzes (lowest score will be dropped)	100 Points
	<u>Tests (5 @ 100 points each)</u>	<u>500 Points</u>
	<b>Total Points Possible</b>	<b>600 Points</b>

The course grade in MGF 1107 will be determined by taking the total points earned divided by the total points possible to calculate a percent average. The following scale will determine your letter grade:

- A: 90 – 100%** ( $\geq 540$  Total Points)
- B: 80 – 89%** (480-539 Total Points)
- C: 70 – 79%** (420-479 Total Points, Minimum Grade to Pass this Course)
- D: 60 – 69%** (360-419 Total Points, This Grade will Require You to Repeat this Course)
- F: below 60%** ( $\leq 359$  Total Points, This Grade will Require You to Repeat this Course)

**DISCLAIMER:** Changes in the syllabus, course calendar, evaluation procedure, homework assignments, and/or any other document provided by the professor may be made at discretion of Ms. Lenhof. In case you are absent, **it is your responsibility** to find out what, if any, announcements or changes are made.