MAT 012

DE Mathematics Workshop

Course Description
This course provides support for mastery of MAT 032 competencies (e.g. may include but is not limited to laboratory work, computerized instruction, and/or projects. Workshops must be taken in conjunction with class. NOTE: These credits do not apply toward graduation.

Prerequisite: A minimum math score of 30 on ASSET, or a minimum pre-algebra score of 16 on COMPASS.

1.0 Cr (0 lect/pres, 1 lab, 0 other)

Course Focus
The purpose of this course is to provide support, through a computer lab setting, for the concepts discussed and practiced in MAT 032.

Text and References

Students will also need to purchase a calculator (TI-30 is recommended)

Course Goals
The following list of course goals will be addressed in the course. These goals are directly related to the performance objectives. (*designates a CRUCIAL goal)

1. Communicate concerns
2. Check solutions
3. Choose correct solutions
4. Solve whole number problems
5. Calculate fraction problems
6. Calculate decimal problems
7. Solve equations
8. Practice ratio problems
9. Calculate percent problems
10. Solve signed number problems
11. Solve perimeter problems
12. Calculate area problems
13. Review course content

Student Contributions
In order to take the final exam, a student must have an overall average of 70%.

Any student with a final grade below 70% will receive a grade of NC (No Credit) and will be required to return to Developmental Mathematics in a future semester.

A student is allowed to take at most 3 classes of Developmental Mathematics. Any student who does not receive a passing grade after 3 attempts will be placed on Academic Probation.

A minimum of 2 hours per week should be spent outside of class to practice and prepare for the material uncovered in the course.

The attendance policy for this course is consistent with TCL's attendance policy found in the student handbook.

Course Evaluation
The grade earned in MAT 012 will be the same as the grade earned in the accompanying course, MAT 032.

TCL's grading scale is:
90 - 100 = A
80 - 89 = B
70 - 79 = C
60 - 69 = D
Below 60 = F

Course Schedule
This course will follow the sequence of course objectives listed above. Objectives will be covered approximately one per week.

ADA STATEMENT
The Technical College of the Lowcountry provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the counselor for students with disabilities at (843) 525-8228 during the first ten business days of the academic term.

ACADEMIC MISCONDUCT
There is no tolerance at TCL for academic dishonesty and misconduct. The College expects all students to conduct themselves with dignity and to maintain high standards of responsible citizenship.

It is the student’s responsibility to address any questions regarding what might constitute academic misconduct to the course instructor for further clarification.
The College adheres to the Student Code for the South Carolina Technical College System. Copies of the Student Code and Grievance Procedure are provided in the TCL Student Handbook, the Division Office, and the Learning Resources Center.

**ATTENDANCE**

- The College’s statement of policy indicates that students must attend ninety percent of total class hours or they will be in violation of the attendance policy.
  - Students not physically attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
  - Students taking an online/internet class must sign in **and** communicate with the instructor within the first ten calendar days from the start of the semester to indicate attendance in the class. Students not attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
  - Reinstatement requires the signature of the division dean.

- In the event it becomes necessary for a student to withdraw from the course **OR if a student stops attending class**, it is the student’s responsibility to initiate and complete the necessary paperwork. Withdrawing from class may have consequences associated with financial aid and time to completion.

- When a student exceeds the allowed absences, the student is in violation of the attendance policy. The instructor MUST withdrawal the student with a grade of “W”, “WP”, or “WF” depending on the date the student exceeded the allowed absences and the student’s progress up to the last date of attendance or

- Under extenuating circumstances and at the discretion of the faculty member teaching the class, allow the student to continue in the class and make-up the work. This exception must be documented at the time the allowed absences are exceeded.

- Absences are counted from the first day of class. There are no "excused" absences. All absences are counted, regardless of the reason for the absence.

- A student must take the final exam or be excused from the final exam in order to earn a non-withdrawal grade.

- A copy of TCL’s **STATEMENT OF POLICY NUMBER: 3-1-307 CLASS ATTENDANCE (WITHDRAWAL)** is on file in the Division Office and in the Learning Resources Center.

**HAZARDOUS WEATHER**

In case weather conditions are so severe that operation of the College may clearly pose a hardship on students and staff traveling to the College, notification of closing will be made through the following radio and television stations: WYKZ 98.7, WGCO 98.3, WGZO 103.1, WFXH 106.1, WWVV 106.9, WLOW 107.9, WGZR 104.9, WFXH 1130 AM, WLVH 101.1, WSOK 1230 AM, WAEV 97.3, WTOC TV, WTGS TV, WJWJ TV, and WSAV TV. Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System.

www.tcl.edu/textalert.asp

**EMERGENCY TEXT MESSAGE ALERT**

Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. Participants receive immediate notification of emergency events and weather cancelations via text messaging on their cell phones. Participants can also opt in to receive non-emergency news and announcements. Go to www.tcl.edu. On the homepage, click on “emergency TextAlert at TCL” and fill out the form or go to www.tcl.edu/textalert.asp
GRADING METHODOLOGY
The final grade must be 70 or more (a grade “C” or better) in order to pass the course and progress to the next course. Students absent from an examination or presentation will receive a “0” grade for the examination unless other arrangements are made with the individual instructor prior to the examination or presentation day or on the examination or presentation day before the test/presentation is scheduled to be given.

The student is responsible for notifying the instructor for the reason of the absence. It is also the responsibility of the student to contact the appropriate instructor to arrange to make up the examination. Arrangements may be completed by telephone.

If the instructor is not available, a message should be left on the instructor’s voice mail AND with another member of the faculty or administrative assistant. The make-up exam will be scheduled and the instructor will decide the method of examination. Messages sent by other students are unacceptable.

Revised: 9/24/2012

Reviewed/Approved by Dean of Arts & Sciences 9/24/2012