



**COURSE SYLLABUS
AND
INSTRUCTOR PLAN**

MATH FOR TEACHERS I

FUNDAMENTALS OF MATH I

MATH 1350.87

Michelle Moravec

NOTE: This is a 16-week course.

NOTE: This is an ONLINE course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

Course Description:

Fundamentals of Mathematics I is a content mathematics course for those students planning to teach in elementary or middle school or complete the A. A. T. degree. This course emphasizes mathematical reasoning and writing. Topics include solving, sets, number systems, number theory, operations, arithmetic, place value and bases, fractions, and decimals.

Prerequisites and/or Corequisites: MATH 1314 with a C, or consent of Division Chair

Course Notes and Instructor Recommendations:

This class is for people who want to teach. Successful teachers:

1. Manage their time to be prompt. You will need 6-12 hours/week to complete your assignments.
2. Utilize schedules and resources to be successful.
3. Contribute ideas and questions to group work that facilitate learning and support others.
4. Communicate respectfully.

I will communicate through BrightSpace. Check your email regularly to make sure that you don't miss anything. When emailing me, please include your name and class.

Instructor Information:

Instructor Name: Michelle Moravec
MCC E-mail: mmoravec@mclennan.edu
Include your COURSE NUMBER and NAME
Office Phone Number: (254)299-8870
Office Location: Math 214
Conference Hours: MW 12:30-1:15 or by appt. on Zoom

Required Text & Materials:

This is an Inclusive Access course. The cost of your course materials was included in your course fee. (If you opted out of the Inclusive Access materials when paying for the class, you will need to purchase a ConnectMath code from the bookstore.)

Extra items:

- Binder/folder – real or electronic – to organize your work
- Scanner or scanner app for your phone
- High-speed Internet and computer
- Webcam for test proctoring (or use Learning Commons at MCC)

Text (Not required):

Mathematics for Elementary Teachers by Bennett, 10th ed; ISBN: 978-0-07-803565-4
A loose-leaf copy can be purchased for a reduced price inside ConnectMath.

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

HELP!!

- If you have problems understanding the work, read the text, try again, then email me.
- If you are having problems with Connect Math, try a different browser. Then contact their technical support.
- If you are having computer problems, try clearing browsing history. Call MCC's Technical Support at 254-299-8077.

Methods of Teaching and Learning:

Instruction includes video lectures, online homework/tests, projects, and group discussions.

Course Objectives and/or Competencies:

Prospective teachers successfully completing Fundamentals of Mathematics I will be able to:

1. Explain and model the arithmetic operations for whole numbers and integers.
2. Explain and model computations with fractions, decimals, ratios, and percentages.
3. Describe and demonstrate how factors, multiples, and prime numbers are used to solve problems.
4. Apply problem-solving skills to numerical applications.
5. Represent and describe relationships among sets using the appropriate mathematical terminology and notation.
6. Compare and contrast structures of numeration systems.

Course Outline or Schedule: Changes will be announced on Brightspace.

Week's Section	Due Sunday
Week 1 Introductions Problem Solving	8/28 Introduction Post (Discussion Board) Problem Solving Checklist Problem Solving Homework
Week 2 Sets: Sort and Classify with Attribute Blocks	9/4 Introduction to Sets (SmartBook) Sets Homework Written Assignment: Math Anxiety
Week 3 3.1 Models for Numeration	9/11 Introduction to Numeration Systems (SmartBook) 3.1 Numeration Systems Homework Mindset Video 1 (Discussion Board)
Week 4 3.2 Models for Adding and Subtraction	9/18 3.2 Addition & Subtraction Homework Written Assignment: Addition and Subtraction
Week 5 Review and Test 1	9/26 Review for Test 1 Test 1
Week 6 3.3 Multiplication Models	10/2 3.3 Multiplication Homework Written Assignment: 13 Rules That Expire

Week 7 3.4 Division Models	10/9 3.4 Division Homework Operation Review (CM SmartBook) Written Assignment: Multiplication and Division
Week 8 4.1 Even, Odd, Factors, and Primes 4.2 GCF and LCM with Models	10/16 Number Theory Homework Intro to Number Theory (CM SmartBook)
Week 9 5.1 Integer Models	10/23 5.1 Integer Homework Written Work: Integer Models
Week 10 Test Review and Test	10/30 Review for Test 2 Practice Test w/ Proctorio Test 2 w/ Proctorio
Week 11 5.2 Fraction Concepts with Fraction Bars and Number Lines	11/6 5.2 Fraction Concepts Homework Mindset Video 2 (Discussion Board)
Week 12 5.3 Fraction Operations with Models	11/13 5.3 Fraction Operations Homework Written Work: Fraction Operations
Week 13 6.1 Decimal Concepts with Decimal Squares	11/20 Fraction Review (CM SmartBook) 6.1 Decimal Concepts Homework
Week 14 6.2 Decimal Operations	11/27 6.2 Decimal Operations Homework Written Assignment on Decimals
Week 15 6.3 Percents Test 3 Review and Test 3	5/6 Tuesday 6.3 Percents Homework Decimals and Percentages Review (CM SmartBook) Review for Test 3 Test 3 with Proctorio on Brightspace

Course Grading Information:

Scale: 90-100 A 80-89 B 70-79 C 60-69 D 0-59 F

- **Written Work 20%**
This includes group work, written problems, and anything small that isn't ConnectMath homework. Group discussion boards can NOT be turned in late. Written Problems will be taken with a 10% penalty per day.
- **ConnectMath Homework 20%**
Access through Brightspace. Problems may be reworked, so there is ample opportunity to earn 100s on all work. No late penalty.
- **3 Tests and 2 Projects 60%**
Tests will be online via Brightspace or ConnectMath. Two of these will be proctored using Proctorio online. Complete information is on Brightspace. The late penalty is 20% per day unless you have a doctor's excuse or other severe circumstances.

Late Work, Attendance, and Make-Up Work Policies:

Attendance will be based on the weekly submission of assignments. **You will receive an absence if no due work is completed.** You will be dropped after 3 weeks of absences (no completed work). Please contact me as soon as possible if you are having trouble completing coursework for any reason.

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain decorum that includes respect for other students and the instructor, prompt and regular work, and an attitude that seeks to take full advantage of the educational opportunity.

Display integrity while completing this course.

- **Do not cheat yourself of an education.**
- **You will be responsible for this material on your licensing test and in your classroom.**
- If a student is found to have another person completing assignments, Googling answers, giving assignments to others, using a calculator, or working with other people on a test, the student will be reported for cheating. The grade for that assignment will be a 0.
- Teachers are held to standards, and I expect you to practice those in my classroom to prepare for your career.

[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.



ACADEMIC RESOURCES/POLICIES

Accommodations/ADA Statement:

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit www.mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

Title IX:

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>.

Go to McLennan's Title IX webpage at www.mclennan.edu/titleix/. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

MCC Academic Integrity Statement:

Go to www.mclennan.edu/academic-integrity for information about academic integrity, dishonesty, and cheating.

Minimum System Requirements to Utilize MCC's D2L|Brightspace:

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to www.mclennan.edu/student-email.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us>)
- [Email Setup for Androids](https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us>)

Forwarding Emails:

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email helpdesk@mclennan.edu.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.