Instructor: Rasanji Rathnayake
Office: Neckers 257
Phone: 618-453-6598
Office Hours: W 11.00 a.m. - 2.00 p.m. at Neckers 257 or by appointment
E-mail: rathnaya@siu.edu
Math Department Website: www.math.siu.edu


Required notes: You will need to purchase the course notes for the class. These are available at the bookstore and include the required written worksheets.

Attendance: You are expected to come to class everyday and to arrive on time. Attendance will be taken.

Exams: There will be 4 exams and a final. Exams will be taken in class, on paper. No calculators, cell phones, or ear buds during exams.

Homework: Most homework will be submitted into MyLabsPlus. Be sure to pay close attention to the assignment calendar so that you won’t miss a closing date. Keeping track of due dates is YOUR responsibility. Written homework assignments (Worksheets 1-10) will be assigned and handed in periodically. These worksheets are found at the end of the course notes.

Quizzes: Several quizzes will be submitted online. Be sure to pay close attention to the assignment calendar in Mylabsplus so that you won’t miss a closing date. Problems in My Labs Plus are pooled and regenerated, so study all the appropriate sections thoroughly. Note: The lowest Worksheet and Quiz grade will be dropped!

Reading Assignments: If you choose not to purchase the textbook, the relevant sections are still available in MyLabsPlus to read. Here you will find access to an e-book, which is filled with demonstrations and tools that will improve your learning. You need to read all sections because it will help you with material that you might not have understood when it was explained in class.

Notebook: Next to the MyLabsPlus, the most important “tool” is your notebook. I suggest one notebook for everything: lecture notes, homework, exam reviews, etc.

Calculators: This class has a “NO CALCULATOR” policy. Very rarely will MyLabsPlus ask you for a decimal approximation, but that will not be asked on tests. It is highly recommended that you do not use a calculator when doing homework, since it will only put you at a disadvantage for exams.

Recent Finals: Go to www.math.siu.edu then click on “Courses”, “Recent Final Exams”, and “Math 107”.

Getting help: Many of you will have to put in 8-10 hours a week to reach mastery level. There is plenty of help in MLP (you will see a link to learning aids alongside each HW problem). Tutoring is offered in the main math lab (Lib 680) and in the lower level of Trueblood. This year, free math tutoring will be
available to students in Math 107, 108, 139, and 140 in Rehn Hall Room 010 starting the second week of classes. The tutoring availability for each class is listed at: http://math.siu.edu/courses/course-help.php

**Grading:** Course grades are based on a 100-92(A), 91-82(B), 81-72(C), 71-60(D) ...% scale.

Approximate points:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Total %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeworks</td>
<td>12</td>
</tr>
<tr>
<td>Worksheets</td>
<td>09</td>
</tr>
<tr>
<td>Quizzes</td>
<td>09</td>
</tr>
<tr>
<td>Tests</td>
<td>43</td>
</tr>
<tr>
<td>Final Exam</td>
<td>25</td>
</tr>
<tr>
<td>Attendance</td>
<td>01</td>
</tr>
<tr>
<td>In-class</td>
<td>01</td>
</tr>
<tr>
<td>placement</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

Note: Math 107 does not count toward any degree program, but the grade earned in the course is calculated into the overall GPA.

**Incomplete:** University policy does not permit any instructor to give an incomplete unless the following circumstances apply:

- The student has a mitigating reason for not finishing the course.
- The student’s course grade exceeds the cut-off at time they withdraw used to earn a final grade of C (70%).

**Why is this class important?**
The 3 hours of credit (for this course) do not count toward your degree, but may be the 3 most important credits you earn. This course is the prerequisite for Math 108 and other courses that follow. Success in mathematics is based on mastering basic skills. This is your semester for mastery.

Due to unforeseen events it is possible the course syllabus may have to be changed per instructor’s discretion during the semester but, if so, you will be informed as early as possible.

---

**Emergency Procedures.** Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. Because some health and safety circumstances are beyond our control, we ask that you become familiar with the SIUC Emergency Response Plan and Building Emergency Response Team (BERT) program. Emergency response information is available on posters in buildings on campus, available on BERT’s website at www.bert.siu.edu, Department of Safety’s website www.dps.siu.edu (disaster drop down) and in Emergency Response Guideline pamphlet. Know how to respond to each type of emergency.

Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. **It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency.** The Building Emergency Response Team will provide assistance to your instructor in evacuating the building or sheltering within the facility.
IMPORTANT DATES *
Semester Class Begins ............................................... 08/24/2015
Last day to add a class (without instructor permission) ............... 08/30/2015
Last day to withdraw completely and receive a 100% refund; ...... 09/06/2015
Last day to drop a course using SalukiNet: ........................ 11/01/2015
Last day to file diploma application (for name to appear in Commencement program): ............................................. 09/18/2015
Final examinations .......................... 12/14-12/18/2015
Note: For outreach, internet, and short course drop/add dates, visit Registrar’s Academic webpages: http://registrar.siu.edu/

SPRING SEMESTER HOLIDAYS
Labor Day Holiday 09/07/2015
Fall Break 10/10-10/11/2015
Veterans Day Holiday 11/11/2015
Thanksgiving Vacation 11/23—11/29/2015

WITHDRAWAL POLICY – Undergraduate only
Students who officially register for a session may not withdraw merely by the stopping of attendance. An official withdrawal form needs to be initiated by the student and processed by the University. For the proper procedures to follow when dropping courses and withdrawing from the University, please visit http://registrar.siu.edu/pdf/gradcatalog1314.pdf

INCOMPLETE POLICY– Undergraduate only
An INC is assigned when, for reasons beyond their control, students engaged in passing work are unable to complete all class assignments. An INC must be changed to a completed grade within one semester following the term in which the course was taken, or graduation, whichever occurs first. Should the student fail to complete the course within the time period designated, that is, by no later than the end of the semester following the term in which the course was taken, or graduation, whichever occurs first, the incomplete will be converted to a grade of F and the grade will be computed in the student’s grade point average. For more information please visit: http://registrar.siu.edu/grades/incomplete.html

REPEAT POLICY
An undergraduate student may, for the purpose of raising a grade, enroll in a course for credit no more than two times (two total enrollments) unless otherwise noted in the course description. For students receiving a letter grade of A,B,C,D, or F, the course repetition must occur at Southern Illinois University Carbondale. Only the most recent (last) grade will be calculated in the overall GPA and count toward hours earned. See full policy at http://registrar.siu.edu/pdf/gradcatalog1314.pdf

GRADUATE POLICIES
Graduate policies often vary from Undergraduate policies. To view the applicable policies for graduate students, please visit http://gsd.siu.edu/about-us/grad-catalog/index.html

DISABILITY POLICY
Disability Support Services provides the required academic and programmatic support services to students with permanent and temporary disabilities. DSS provides centralized coordination and referral services. To utilize DSS services, students must contact the DSS to open cases. The process involves interviews, reviews of student-supplied documentation, and completion of Disability Accommodation Agreements. http://disabilityservices.siu.edu/

PLAGIARISM CODE

MORRIS LIBRARY HOURS
http://www.library.siu.edu/about

SAFETY AWARENESS FACTS AND EDUCATION
Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: http://safe.siu.edu

SALUKI CARES
The purpose of Saluki Cares is to develop, facilitate and coordinate a university-wide program of care and support for students in any type of distress—physical, emotional, financial, or personal. By working closely with faculty, staff, students and their families, SIU will continue to develop a culture of care and demonstrate to our students and their families that they are an important part of the community. For information on Saluki Cares: (618) 453-5714, or suicides@siu.edu, http://salukicares.siu.edu/index.html

EMERGENCY PROCEDURES
Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. We ask that you become familiar with the SIU Emergency Response Plan and Building Emergency Response Team (BERT) programs. Please reference the Building Emergency Response Protocols for Salukis attachments on the following pages. It is important that you follow these instructions and know what actions to take in case of an evacuation or shelter-in-place.

INCLUSIVE EXCELLENCE
SIU contains people from all walks of life, from many different cultures and sub-cultures, and representing all strata of society, nationalities, ethnicities, lifestyles, and affiliations. Learning from and working with people who differ is an important part of education as well as an essential preparation for any career. For more information please visit: http://www.inclusivenesscollege.siu.edu/

LEARNING AND SUPPORT SERVICES
Help is within reach. Learning support services offers free tutoring on campus and math labs. To find more information please visit the Center for Learning and Support Services website:
Tutoring: http://tutoring.siu.edu/
Math Labs: http://math.tutoring.siu.edu/math_tutoring/index.html
WRITING CENTER
The Writing Center offers free tutoring services to all SIU students and faculty. To find a Center or Schedule an appointment please visit http://write.siu.edu/

AFFIRMATIVE ACTION & EQUAL OPPORTUNITY
Our office’s main focus is to ensure that the university complies with federal and state equity policies and handles reporting and investigating of discrimination cases. For more information please visit: http://diversity.siu.edu/

Additional Resources Available:

SALUKINET: https://salukinet.siu.edu/cp/home/displaylogin
ADVISEMENT: http://advisement.siu.edu/
SIU ONLINE: http://online.siu.edu/

Fall 2015 R. O’Brien