Spring 2023 Course Syllabus
MA 105 Math for Elementary Teachers I

Instructor: Katherine P. Mersai, M.Ed.
Class/Room: CCPI Building
Office Hours: Monday - Friday By appointment
Email: katherine.mersai@chaminade.edu
Class Time: TTH   11:00 AM - 12:20 PM
TTH   2:00 PM - 3:20 PM

Learning Materials:
Textbook: Beckmann, Sybilla (2017). Mathematics for Elementary Teachers with Activities. 5th ed. Pearson. ISBN-10:0134392795
Google Drive/3-Ring Binder: Organize all notes, lectures, and assignments in the binder. Include binder dividers.

Course Catalog Description:
This course provides a foundation for prospective early childhood and elementary education majors with pre-K to 8 mathematics. Guided by NCTM Standards and through the study of concepts and properties of number systems; the four fundamental operations of arithmetic; the basic knowledge in data, the student will be able to undertake further study in mathematics education. No prerequisites required.

COURSE LEARNING OUTCOMES:
At the end of the course, the student will:
- CLO 1: Demonstrate and justify inventive and standard algorithms for addition, subtraction, multiplication, and division of whole numbers, integers, fractions, and decimals.
- CLO 2: Use problem solving skills to investigate real life mathematical situations, formulate valid questions from problem situations, and represent situations verbally, numerically, symbolically, graphically, and/or geometrically.
- CLO 3: DExplain the use of elementary classroom manipulatives to model sets, operations, and algorithms.
- CLO 4: Read for personal growth as educators and write to inform others about informational texts.

METHOD OF EVALUATION & GRADING: Students will be evaluated and graded on the basis of communication and response, weekly oral language practice, writing process and drafts, writing projects, and organization. The following table explains the criteria and grading system that is used for this course.

CATEGORY	WEIGHT	TOTAL POINT/LETTER GRADE
COMMUNICATION & RESPONSE Communicate with your instructor via email, call the office, or leave a note whenever there is a conflict, question, or request to be made. All communication and responses must be documented. Communication is a skill necessary to succeed in this course.	10%	90 - 100% = A 80 - 89% = B 70 - 79% = C 60 - 69% = D 59% & BELOW = F
WEEKLY MATH PRACTICE Weekly math problem practices will be posted on Canvas. Each set of problems will be due at the end of the week on Sunday by 11:59 pm.	20%	
PROBLEM SOLVING PROCESS/ CLASSWORK In each chapter, there will be specific target problems to work on. These will be due at the end of the assigned week.	20%	
PROJECTS/ PRESENTATIONS/ ASSESSMENTS	40%	
ORGANIZATION A binder or google drive portfolio will be graded. Keep all evidence of your work in one place. Keep it neat and organized. Follow the criteria set on the rubric.	10%	

MAKE UP TASKS: Make-up tasks must be pre-approved by the instructor and will only be allowed in cases determined to be emergencies or extenuating circumstances.

EXTRA CREDIT: Extra Credit may be given to students following the Institution Policy.

ROUNDING: Rounding will be utilized for the final grade only. The rounding up will occur for a grade with a decimal point of .5 or higher. For example, a final grade of 89.5 will round to 90. Any grade with a decimal point of .4 and below will be rounded down. For example, a final grade of 89.4 will round to 89. Decimal points up to two decimal places will be utilized for all non-final grades.

GRADE POSTING/RETURN OF ASSIGNMENTS: Grades for all assignments and projects will be returned to the student within a week of submission.

ATTENDANCE
Students are encouraged to attend all meetings of their classes, not only because they are responsible for material discussed therein, but because active class participation by every student is essential to ensure maximum benefit for all members of the class. Students who miss

a class should report to their instructor upon their return to inquire about making up the work missed. Students who know that they will miss class should inform their instructor in advance in order to obtain upcoming assignments.`

Students have the option to physically attend class. If a student chooses not to attend, they MUST make sure and be responsible for all the assignments due on its due date. No late work will be accepted.

SUBMISSION OF ASSIGNMENT:
Students must be responsible to inquire and submit all assignments before or by the due dates. Each task is given an allowance of seven (7) days working time before the task is officially collected. Unless there was proper communication and reason for a delayed submission, no late work will be accepted past the due dates.

GROUP/TEAM ASSIGNMENTS: The instructor reserves the right to grant differing grades to members of a group/team on an assignment. This may be due to observed participation levels by each particular group/team member.

ACADEMIC DISHONESTY
Cheating
It includes, but not limited to, giving or receiving unauthorized help during an examination, obtaining unauthorized information about an examination before it is administered, using inappropriate sources of information during an examination, altering the record of any grade, altering answers after an examination has been submitted, falsifying any official College record, or misrepresenting facts in order to obtain exemptions from course requirements.
Plagiarism
It includes, but not limited to, satisfying any academic requirement by submitting any document that has been copied in whole or part from another individual's work without identifying that individual; neglecting to identify as a quotation a documented idea that has not been assimilated into the student's language and style, or paraphrasing a passage so closely that a reader is misled as to the source; submitting the same written or oral material in more than one course without obtaining authorization from the instructors involved. At the instructor's discretion, a 0 may be given, depending on the severity of plagiarism. Students found guilty of academic dishonesty, including cheating and plagiarism, shall be liable to suspension or dismissal from CUH-CCPI. A student may request to challenge the infraction charged against him or her. The Office of the Dean of Student Services addresses all student misconduct.

INCOMPLETE GRADES: The "I" or Incomplete Grade may be awarded at the instructor's discretion, subject to approval by the Department Director, to students engaged in passing work who due to reasons beyond their control, have yet to complete a small but essential part of the course work. This portion of the course work may consist of a final exam, a final research paper, and/or a final project. The unfinished work should be completed and submitted to the instructor as soon as practical, but no later than the middle of the following term. If there are extenuating circumstances that the instructor and Department Director agree are valid reasons for

postponing completion of the course work from the end of the term for a maximum of 6 months. If the course work is not completed and submitted by the established deadline, the "I" will automatically be changed to an "F" grade in the student's official academic record.

TITLE IX:
Please visit https://chaminade.edu/compliance/title-ix-nondiscrimination-policy/ for more information.

<mark>PLEASE SIGN THE GOOGLE FORMS ON CANVAS</mark>

Chaminade University
Caroline College and Pastoral Institute (CCPI)

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RELEASE FORM:

I, _____ am a student at Chaminade University- Caroline College and Pastoral Institute. I hereby agree to the use of any written materials and class projects of mine for the purpose of a class portfolio to be used for assessment and student learning outcomes.

_____   _____
Student (print and sign)   Date

COURSE SYLLABUS: UNDERSTANDING & AGREEMENT

I, _____ am a student at Chaminade University- Caroline College and Pastoral Institute. I understand and approve of the expectations and regulations set by the MA 105 Math for Elementary Teachers I course outline and syllabus.

_____   _____
Student (print and sign)   Date