

MA 162: Elementary Calculus and Its Applications, Section 007  
College of Arts & Sciences (A&S)  
Department of Mathematics (MA)  
Fall 2014

*This syllabus contains information specific to the recitation session for MA 162, section 007. Please refer to the MA 162 course page or Dr. Kramer's syllabus for detailed information pertaining to the whole course. If you need any additional explanation, please don't hesitate to ask your instructor.*

**Instructor Information:**

Instructor: Tefjol Pllaha

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Office Hours: Wednesday & Friday, 10:00 am – 11:00 am, 906 POT

Other times available by appointment

**Recitation Time and Location:** R, 3:30 pm – 4:20 pm, CB 337

**Course Web Page:** <http://www.ma162.org/>

**Required Materials for Recitation:**

*Recitation Worksheets:*

The packet of worksheets can be downloaded from the MA 162 course web page. You will need to bring this packet with you each week to your recitation section.

*Goals of the Recitation Sections:*

One can only really learn mathematics by struggling on unfamiliar or challenging new problems. The goal of the recitation section is to help students develop strategies for attacking difficult problems. As your recitation leader, my job is to help you to become more self-reliant. As such, I will rarely give you answers or work problems for you. Instead, I will encourage you to work in groups to overcome difficulties you may have.

*Recitation/Participation Points:*

10% of your MA 162 grade comes from your recitation. Attendance will be taken promptly at the beginning of every recitation. There will be a quiz given at end of every recitation, with the exception of exam weeks. Each quiz will be graded out of 3 points in the following way:

3 points – perfect or minor errors such as bad arithmetic.

2 points – a good attempt at the solution. Either a major conceptual error or insufficient details explained.

1 point – the start of solution but not much else.

0 point – not taken or nothing useful for solution.

Quizzes shall be returned at the start of next recitation and will include detailed

feedback. It is important that you go over the returned quizzes to help you improve. Solutions to recitation and quizzes will be provided on your instructor's website one week after the Thursday of the recitation week.

At the end of the course, your quiz scores, attendance and level of participation will be used to determine how much of the 10% you earned. So long as you are making every effort on the quizzes, attending recitation plus actively asking and answering questions, you will receive a good recitation grade. If you are concerned about your recitation grade at any time, please contact your instructor.

If you are going to miss a recitation or have missed a recitation, it is your responsibility to inform your instructor and arrange to make up the work missed.

**Excused Absences:** University Senate Rule 5.2.4.2 defines the following as acceptable reasons for excused absences:

1. serious illness;
2. illness or death of family member;
3. University-related trips;
4. major religious holidays;
5. other circumstances your instructor finds to be "reasonable cause for nonattendance".

Students anticipating an absence for a major religious holiday are responsible for notifying the instructor in writing of anticipated absences due to their observance of such holidays no later than the last day for adding a class. It is almost always possible to notify your instructor of an excused absence before class.

Students who have excused absences due to University-related trips or major religious holidays must inform the instructor prior to the absence and must complete all work prior to the absence. Students who are ill must inform the instructor of their absence(s) as soon as they return to class and they must provide documentation to demonstrate that the absence(s) was excused. Students who have excused absences due to illness or the death of a family member will be allowed to make up any missed work in a timely manner.

These arrangements must be made with the instructor on a case-by-case basis.

Documentation for illness or death of a family member must be provided with one week of returning to classes.

**Academic Integrity, Cheating, and Plagiarism:** See the "Policies" link at the MA 162 course web page.

**Classroom Behavior, Decorum, and Civility:** I expect that you will not only attend class, but that you will participate in class. I expect that you will be respectful of yourself and others. Please turn off your cell phones when you enter class. Please do not work on other classes during class. Please do not surf the internet during class. Please do not read the newspaper during class, work on Sudoku, etc. during class. Please do not talk or whisper during lecture unless the instructor has given you the floor. In a classroom it is difficult for

other students and the instructor to hear if there are several little conversations taking place at the same time.

The university, college and department has a commitment to respect the dignity of all and to value differences among members of our academic community. There exists the role of discussion and debate in academic discovery and the right of all to respectfully disagree from time-to-time. Students clearly have the right to take reasoned exception and to voice opinions contrary to those offered by the instructor and/or other students (S.R. 6.1.2). Equally, a faculty member has the right – and the responsibility – to ensure that all academic discourse occurs in a context characterized by respect and civility. Obviously, the accepted level of civility would not include attacks of a personal nature or statements denigrating another on the basis of race, sex, religion, sexual orientation, age, national/regional origin or other such irrelevant factors. Students who are not respectful, not civil, or disruptive in any way may be asked to leave the class.