

## General Guidelines for Mat 030, 060, 090, 106 and 121

In the last two semesters, there has been some concern from Mat 106 instructors that students are not prepared. The problem seems to be coming from students moving through our Dev Ed classes and not from students testing into Mat 106. Therefore, the Math Department along with a Math Faculty Task Force of several adjunct faculty has developed some general guidelines to try and “firm up” our Dev Ed classes. The Math department has established the following guidelines as standard expectations in all Dev Ed Math classes beginning Fall 2006. We feel they will better “serve” our Dev Ed students. We realize the new guidelines will require some faculty to change or adjust their class syllabi and how they operate their classes. However, the Math Department feels that we need to have more consistency as to what is being done from class to class. The spirit of the policies is to prevent unqualified students from progressing to the next class without showing in-class that they can do the math content of the course they are in.

Effective with the Fall 2006 semester:

1. No calculators will be used in Mat 030. They may be used in Mat 060, 090 and 106.
2. Take Home Assessments:  
At least 75% of the student’s final grade must be based on in-class assessments. The other 25% or less of the final grade may be based on take home assessments.
3. Any in-class assessments being completed by partner or group method must be limited to no more than 20% of all in-class assessments.
4. No open book, open note or open homework in-class assessments may be used. Students may use both sides of one “ $3\frac{1}{2}$  by 5” sized reference card as an aide on in-class assessments as long as the reference card has been made by that student. No student may use a photocopy of another student’s reference card.
5. Extra credit projects/assignments are discouraged.