

Program Cover Sheet --- MAT 099: Mathematics Seminar

I. Basic Course Information

MAT 099 meets for 80-minute period for seven week during the beginning of the semester. This course has no prerequisites.

II. Learning Goals

Mathematics Seminar is designed for students who are at the beginning of their enrollment in major programs offered by the Department of Mathematics and Statistics, which include Mathematics, Mathematics Education and Statistics. The goals for the course are to provide an overview of graduation requirements in the academic major and Liberal Learning, standards for academic achievement, academic integrity, career and graduate school options, study habits and other person qualities that will promote success in all aspects of being a citizen in the Mathematics and Statistics Department and at The College of New Jersey, and exposure to computer resources that will be used in all aspects of the educational experience.

III. Student Assessment

Students will receive regular feedback on their development through personal consultation and critiques made of various in-class and outside-of-class assignments. Through this feedback, students will be able to evaluate their decision to seek a degree related to mathematics and correct any possible misunderstandings about their chosen major. Through discussion and various activities, students will become aware of potential shortcomings that they may need to address as they make the transition from home and high school life to college residence and more demanding academic expectations. In particular, students will be asked to study and identify their own strengths and weaknesses related to study habits and time management skills. Throughout the course students will be provided with much information related to academic and career options and given informal means to assess their potential for success. Students will regularly be asked to demonstrate that they are capable of seeking out things necessary for them to work their way through the bureaucracy surrounding college life.

IV. Learning Activities

Learning activities will include but not be limited to the following: writing an autobiography; reading the TCNJ Academic Integrity Brochure and signing an agreement to adhere to expected requirements; attending a Resume Writing Workshop sponsored by the Office of Career Services and producing a resume approved by that office; keeping a two-week, 24-hour-per-day log of all of their activities and producing summary statistics related to academic and social activities; demonstrating how to use the TCNJ and Math/Stat Department's web page as a resource tool to answer day-to-day questions about things they will be required to do; demonstrating basic skills related to computer software and systems that will be used during their program of study; viewing videos dealing with what graduates with degrees in mathematics and statistics do after graduation; conducting a personal interview in order to discuss personal and academic goals and the information gleaned by the professor about the student's potential for success through a critique of work submitted.

Departmental Course Syllabus --- MAT 099: Mathematics Seminar

Introduction: This course is required of any entering freshman or transfer in any academic program offered by the department of Mathematics and Statistics.

I. Basic information on course and instructor

- A. Purpose Statement: This class introduces students to their chosen major, explores career opportunities and provides students with basic skills needed for success in the major and college in general.
- B. Course Description: Mathematics Seminar meets 80 minutes per week during the first seven weeks of the semester and provides hands-on experiences and meaningful feedback about the academic major and a student's potential for success through personal writings, exploration of career options, self evaluation of study habits and motivation, and exposure to technology needed to deal with all aspects of their educational experience.
- C. Course Prerequisites: None.

II. Learning goals

- A. Content goals: Students will become acquainted with the academic major, career opportunities, and their own potential for success in the major. Students will learn the basic skills required to be informed citizens of the major and the college.
- B. Performance goals: At the completion of the course, students will have written an autobiography, used a personal time-log to learn about study habits and motivation, become familiar with web and other computer facilities needed to support them in their academic life, developed an approved resume, and conducted a person interview with the instructor concerning all aspects of the course experience and goals.

III. Student assessment

- A. Assessment plan: Students will receive regular feedback about their work on assignments. A syllabus will clearly describe the schedule for these assessment tools and how they will be used to calculate grades. The course is graded on a Pass/Unsatisfactory (P/U) basis and carries no credit towards graduation.
- B. Rationale: Through the use of regular feedback on assignments, students will be able to see and correct their misunderstandings and improve their performance.
- C. Methods and criteria: Assignments must be completed to the extent and level designated by the instructor in a distributed grading policy in order to warrant receipt of a grade of P for the course.

IV. Learning activities

- A. Summary of learning activities: Learning activities will consist of a combination of lectures, outside speakers, audio/video presentations, student discussion and presentations and computer demonstrations. The specific choice will depend upon the individual instructor. Outside of class, students are expected to do individual or group work to achieve the learning goals.
- B. Calendar or outline: A guide to the organization of the course, a schedule of assessment tools, and a plan for the coverage of topics should be provided to the students. All student work responsibilities should be spaced at appropriate intervals throughout the semester.
- C. Rationale: By giving students a multitude of ways to learn about themselves and their chosen major, they will have an excellent opportunity to understand requirements of the major and their ability to succeed in it. A regular spacing of assessment tools insures that students receive continual regular feedback on their work.

Syllabus

Mathematics Seminar

Course: Math 099; Section 1

Time: Mondays 4:00-5:20PM

Room: SCP 202

Instructor: Dr. Edward Conjura

Office: SC-P 233

Phone: 609-771-2767

E-mail: conjura@tcnj.edu

Office Hours: Monday 2:00 - 3:30PM and Wednesdays 10:00AM – 12:00PM. Also, other times by appointment.

Course Description: In this course, you will gain hands-on experience and receive meaningful feedback about your chosen academic major and your potential for success in that major. You will be required to do personal writing, explore career options, and make a self-evaluation of study habits and motivation; and, you will be exposed to technology that you will need to deal with all aspects of your educational experience

Text: None...assigned reading will be distributed or referenced

Resources: My personal web page at <http://www.tcnj.edu/~conjura/> Once there, follow a link that references “Information for my students and other academic activities.” Course dates, assignments and due dates, grading policy, my office hours and other information related to this course can all be found on that web page.

SOCS is TCNJ's on-line courseware system. I will use resources on SOCS to communicate with you and provide course related materials. To access those resources, go to <http://socs.tcnj.edu> and log in.

The TCNJ local area network will also be used for the placement and collection of template Excel workbooks and other such course materials. Details will be provided during class, on my web page and/or through SOCS

Assignments: All assignment, their due dates, and the format for submission of the assignments are contained on my web page, which is noted under “Resources” above.

Grading: All policies on absence, academic integrity, minimal requirements on assignments for earning a grade of “P” are contained in the Grading Policy found on my web page, which is noted under “Resources” above.