

Course Syllabus

Portland Community College | 12000 SW 49th Ave, Portland, OR 97219 | (971) 722-6111

This syllabus introduces you to the goals of the course and how we will be working together this term. Please read it carefully and contact me if you need further clarification.

Course Information

- Course Title: Math Literacy I
- Course Number: MTH 58
- CRN: 11475
- Credits: 4
- Term and Year: Winter 2026
- Prerequisites: MTH 20 and (WR 80 or ESOL 252) and (RD 80 or ESOL 250) or equivalent placement.
- Class Meetings & Times: Mondays and Wednesdays, 2:00PM - 4:20PM
- Modality / Location: In Person, SCOM 314, Southeast Campus

Instructor Information

- Instructor: Miranda Ramsey
- Email: miranda.ramsey@pcc.edu
- Phone: 971-722-3542
- Office Location: Southeast SCOM 214
- Office Hours: Mondays and Wednesdays 12-1, or by appointment
- School Address: Portland Community College, 12000 SW 49th Ave., Portland, OR 97219

Course Description

Explores how to clearly communicate arguments supported by quantitative evidence. Investigates contextual and open-ended mathematical problems. Develops mathematical reasoning skills through interpreting information, making conjectures, communicating effectively, and verifying results. Emphasizes an understanding of the role of mathematics and how it affects decision making in life. Uses collaborative learning through inclass group interaction. Uses technology throughout the course. Audit available. Read the [Course Content and Outcomes Guide here](#).

Learning Outcomes

Upon successful completion of this course, students should be able to:

- Use and integrate several different types of technology to explore and analyze data to solve problems.

- Use contextual information to reflect on and communicate the reasonableness of mathematical approaches and solutions.
- Use quantitative reasoning, articulate individual positions, and respectfully consider the approaches and solutions of others to contribute to the academic conversation.
- Critically analyze information for its accuracy, relevance, and credibility to reflect on how mathematics can be used in one's life and in the larger community.
- Engage with and formulate questions to explore mathematical topics, collaborate with others, and persevere through the problem solving process.
- Develop self-awareness of the learning process and self-monitor understanding and performance.

For more information, please go to the [Course Content and Outcome Guide](#) for this course.

Instructional Materials

Textbook(s)

We will be using the textbook Pathways to Math Literacy, 3rd edition. This book comes with an ALEKS code that you will need to complete homework in the class. **It is very important that you begin the class with a fresh copy of the textbook and an ALEKS access code.** If this is your second time taking the class, let me know so we can figure out what you can use again, and what you need to purchase.

Software/Hardware/Equipment

We will be using a number of free software options in this class. To access these outside of our classroom, you will need to have access to a personal computer with a recommended browser installed. We will be accessing the following:

- [D2L Brightspace](#), our primary learning platform with PCC,
- [ALEKS](#), where you will complete weekly homework assignments, and
- [Google Drive](#) and associated apps, especially Google Sheets.

Please visit the technology support section of [Student Support Resources](#) for a complete list of apps and tools for PCC students.

Technical Expectations

The technical requirements for the course include:

- [Technology Requirements for taking an online course at PCC](#)
- [A recommended Internet Browser installed](#)
- [Ability to use Google Drive and Google Docs](#)
- Webcam and/or microphone for meetings and online appointments

Accessibility

This course uses digital courseware, software, or texts that may cause barriers for those using assistive, or accessibility-related technologies. If you encounter barriers, please contact the Access Tech Team at access-tech-group@pcc.edu or by calling 971-722-TECH (971-722-8324).

Attendance & Participation

Students are expected to attend each scheduled class period. Credit will be given each day for:

- Arriving on time with all necessary materials. (2 points)
- Engaging with the group during the lab portion. (2 points)
- Staying for the full duration of the class. (1 point)

First Week Activities

During the first week of the term, instructors must record students who are not in attendance or engaging in the class. Students who have not done the following will be dropped according to PCC's [G302 Grading Guidelines policy](#).

- In order to avoid being dropped as a "No Show" student, you must complete the following activities by their deadlines:
 - Attend all of the first days of class up to the drop deadline.
 - Enroll in the ALEKS course and complete the first week's assignments.
 - Initialize your Google Sheets spreadsheet assignment using the template in D2L.

If you are unable to complete one of these requirements but want to remain enrolled in the class, you must speak with me to make an alternative arrangement to show engagement in the course.

Graded Assignments & Feedback

For more information, please go to the [PCC Grading Guidelines](#).

Class Participation

Each day of class you will receive a grade based on arriving on time, having all of your required course materials, engaging and participating during the group work time, and staying until the end of class.

ALEKS Homework

Most sections we cover in class will have an associated assignment in ALEKS. Additionally, there will be a knowledge check and a Module 1 check assigned.

Discussions

Each non-exam week will have a discussion prompt to respond to in D2L. Discussion prompts will be in two parts:

1. Create a new thread with your response to the prompt. Each prompt will have instructions for that week's post.
2. One or more replies to other students' posts. Each prompt will have instructions for that week's replies.

Book Applications

We will be completing worksheets in the textbook as a class, in groups, and on your own. There will be some time in class for this, but you will be expected to spend time out of class completing them if needed. Before each exam, I will collect your textbooks to grade your completeness.

Spreadsheet Assignments

As we progress through the class you will be assigned activities to complete with Google Sheets. There will be some time in class for this, but you will be expected to spend time out of class completing them if needed. I will grade your spreadsheet for completeness twice during the term.

Quizzes

Each non-exam week will have a quiz on the material we covered in class.

Exams

There will be three exams. The exams will be on February 4, February 25, and March 18.

Final Project

Starting in week 7, you will work with a group on a final project, planning out the purchase of a car. Your results will be presented on the last scheduled class day before the final exam.

Late Work & Make-up Policy

Students are expected to complete all assignments on pace with the course. However, I understand that external things get in the way. I will consider giving up to 1 week extension when requested before the original due date of the assignment. If you must miss an exam, you must arrange a make-up exam with me before the day of the exam..

Grading Criteria

Please read over all assignments and discussion prompts in advance and reach out if you have any questions or if you want to confirm you understand them correctly. Clarifying questions will help you avoid deductions in your grades. Learn more about the [Grading Guidelines at PCC](#).

Instructors: Edit table as needed.

Activities	Number	Weight
Class Participation	16	10%
ALEKS Homework	13	10%

Discussions	16	5%
Book Applications	9	10%
Spreadsheet Assignments	1	5%
Quizzes	8	5%
Midterm 1	1	15%
Midterm 2	1	15%
Final Exam	1	20%
Final Project	1	5%
Total		100%

Grading Scale

Letter Grade	Grading Scale by Percentage
A	90 - 100%
B	80 - 89%
C	70 - 79%
D	60 - 69%
F	< 59%

PCC Policies and Deadlines

Visit the [PCC Policies](#) page for information on:

- Academic Integrity Policy
- Accessibility Statement & Resources
- Drop/Withdraw Deadlines
- Grading Policy
- Internet Etiquette
- PCC Payment Policy
- PCC Registration Policy
- Sanctuary College
- Student Rights and Responsibilities
- Title IX/Non-Discrimination

Drop/Withdraw Deadlines

A student is responsible to add/ drop/ withdraw classes. Please review [PCC Registration Policy](#) for more information.

Add and Drop Deadlines

- Students need to register online via MyPCC. Please review the [Online Registration Instructions](#) to find out how.
- For 8-12 week classes, students need to drop out by the end of the first week of classes. Students can view course specific deadlines from the MyPCC Home tab, 'View My Drop & Withdraw Dates' link.
- For late add, students must add within two business days of the course drop deadline.

Accommodations and Services

PCC is committed to supporting all students. If you plan to use academic accommodations for this course, please contact your instructor as soon as possible to discuss your needs. Accommodations are not retroactive; they begin when the instructor receives the “Approved Academic Accommodations” letter from you (submitted in person for courses on campus; via email for Online Learning courses). To request academic accommodations for a disability, please contact an Accessible Education & Disability Resources counselor on any PCC campus. Office locations, phone numbers, and additional information may be located on the [Accessible Education & Disability Resources website](#).

Student Rights and Responsibilities

Students are required to complete this course in accordance with the [Student Rights and Responsibilities Handbook](#). The Handbook establishes students' freedoms and protections as well as expectations of appropriate behavior and ethical academic work. The Handbook includes items such as the Policy on Student Rights, and the Student Code of Conduct Policy and Procedures.

Generative AI Statement

The use of generative AI tools, including but not limited to ChatGPT, to complete your work is strictly prohibited and will be considered equivalent to unauthorized sharing of work or plagiarism. **All AI use is strongly discouraged, even as a study tool.** I want to help you build a strong internal understanding of the material without relying on outside tools. If you have a question or need help, please reach out to me instead. In return, **I promise that I will not use generative AI in my relationship with you as your instructor.** Any feedback you receive on your work will be my authentic human response to you.

Academic Integrity (rules about cheating, plagiarism, or sharing work)

The handbook contains the Code of Student Conduct and the Academic Integrity Policy. Cheating includes any attempt to defraud, deceive, or mislead the instructor in arriving at an honest grade

assessment, and may include copying answers from other students or using unauthorized notes during tests. Plagiarism is a particular form of cheating that involves presenting as one's own the ideas or work of another and may include using other people's ideas without proper attribution and submitting another person's work as one's own. Dishonest activities such as cheating on exams and submitting or copying work done by others will result in disciplinary actions including but not limited to receiving a failing grade. For further information, review the institution's [Academic Integrity Policy](#).

Internet Etiquette (or Netiquette)

[Click here for more information about Netiquette](#).

Sanctuary College Statement

PCC is a sanctuary college. For more information and resources, see the [resources for undocumented students page](#).

Inclement Weather Statement

Our course is typically unaffected by college campus and facility closures or delayed class start times. Our regular due dates [and Zoom class meeting times (if a remote class)] apply. However, if PCC must close all operations, our regular due dates will be adjusted accordingly. Please check your email for my instructions and continue to check Brightspace during closures.

Flexibility Statement

The instructor reserves the right to modify course content and/or substitute assignments and learning activities in response to institutional, weather, or class situations.

Course Calendar

Week	Monday	Wednesday	Assignments
1	January 5 Introduction	January 7 Section 1-1 Quiz 1 (Practice) W1 Discussion Post	ALEKS Knowledge Check ALEKS 1-1 (Due 1/11) W1 Discussion Reply
2	January 12 Section 1-2	January 14 Section 1-3 Quiz 2 W2 Discussion Post	ALEKS 1-2 (Due 1/18) ALEKS 1-3 (Due 1/18) W2 Discussion Reply
3	January 19 No Class	January 21 Section 1-4 Quiz 3 W3 Discussion Post	ALEKS Module 1 (Due 1/23) ALEKS 1-4 (Due 1/25) W3 Discussion Reply
4	January 26 Section 1-7	January 28 Section 2.2 Quiz 4 W4 Discussion Post	ALEKS 1-7 (Due 2/1) ALEKS 2-2 (Due 2/1) W4 Discussion Reply
5	February 2 Exam Review Book Check	February 4 Exam 1	
6	February 9 Section 2.3	February 11 Section 2.4 Quiz 5 W6 Discussion Post	ALEKS 2-3 (Due 2/15) ALEKS 2-4 pt 1 (Due 2/15) W5 Discussion Reply Sheets Check 1
7	February 16 Section 2.5 Group Project Intro	February 18 Section 3.1 Quiz 6 W7 Discussion Post	ALEKS 2-4 pt 2 (Due 2/22) ALEKS 2-5 (Due 2/22) W6 Discussion Reply
8	February 23 Exam Review	February 25 Exam 2	

	Book Check Part 1: Choose a Car		
9	March 2 Section 3.2 Part 2: Accrued Expenses	March 4 Section 3.3 Quiz 7 W9 Discussion Post	ALEKS 3-1 (Due 3/8) ALEKS 3-2 (Due 3/8) W7 Discussion Reply
10	March 9 Part 3: Loan Analysis Quiz 8 Book Check	March 11 Presentations W10 Discussion Post	W8 Discussion Reply Sheets Check 2
Finals Week	March 16 No Class	March 18 Individual Write-Up Final Exam	