Department of Mathematical Sciences  
Central Connecticut State University

Course Syllabus

For

Elementary Statistics

Stat 104 Section 03

CRN 11270

Fall 2021

Instructor: Ms Judy Hodgson, MS

Phone:  Cell: 860-597-0288  
(not answered during class time – leave message)

Email:  jahodgson@ccsu.edu

Office Hours:  Monday, 9:30 – 10:30 AM  
               Wednesday, 9:30 – 10:30 AM  
               Maria Sanford 211 or 219  
               or as separately arranged.  
               Alternate Methods: Webex, Facetime

READ THIS SYLLABUS CAREFULLY. YOU ARE RESPONSIBLE FOR KNOWING THIS INFORMATION! If necessary, refer to it frequently.

Prerequisite:  Sufficient placement examination scores, a grade of C- or higher in Math 101 or 102 or 103 or algebra equivalent, and/or Math SAT scores of 550 or higher.
Course Description: STAT 104 is intended for non-statistics majoring students. It includes a general introductory treatment of statistics promoting conceptual understanding and knowledge of procedures.

The major goals of this course are:

a. to introduce students to the methods and interpretations of a) quantitative descriptive statistics and b) inferential statistics;
b. to use tables, graphs, and frequency distributions to present data;
c. to use and understand measures of central tendency, relative position and variability;
d. to introduce probability and probability distributions (binomial and normal);
e. to introduce sampling distributions, confidence intervals, regression, and correlation;
f. to introduce the idea of hypothesis testing; and
g. to impart an appreciation for the applications of statistics to a wide variety of “real world” situations.

Credit for STAT 104 counts toward meeting the minimum number of credits required for graduation and may be counted toward General Education Skill Area II. It is part of the following major programs: criminology, economics, general science, physical education, electronics technology, engineering technology, civil engineering technology, manufacturing engineering technology, mechanical engineering technology, industrial technology, and technology and engineering education. It may be supportive of majors in other areas. No credit given to students with credit for Stat 200, 215, 314, or 315.

Class Meeting Times: This class meets for 150 minutes of instruction each week.

Class meetings: Monday and Wednesday
8:00 AM-9:15 AM, EBD 125
Please try to be punctual.

Attendance: Regular class attendance is expected by the University. (See Student Handbook). Attendance will be taken for each class. Attendance is mandatory. Please advise the instructor if you will be unable to attend class. Written valid excuses may be submitted for consideration for repeated absences. If there are more than three unexcused absences there will be consequences to the final course grade up to a partial drop in letter grade. Any make-up time, assignments or assessments will be at the discretion of the instructor. Students are expected to notify instructors in advance for absences related to official University activities such as trips, conferences, intercollegiate athletic events, musical performances, and other events.

You will be responsible for any material or assignments associated with classes you do not attend. New homework will be due at the assigned time whether you were in class or not. Power point slides summarizing the material will be posted to Black Board as well as homework assignments. Any homework that was due during your absence is expected at the next class meeting.
Textbook:
     Comes with access card allowing access to Launchpad (W. H. Freeman’s new online homework system) for 12 months

Do NOT try to use a 2nd edition copy of the book as too much has been changed (including correction of errors). Any solutions manuals or study guides accompanying this text are optional.

Course Requirements: You are expected to attend and participate in class; to be prepared with your notebook, folder, pencils/erasers, calculator; to complete the homework assignments; and to take all quizzes and tests, as scheduled or otherwise arranged.

A general rule for any college course is that you are expected to put in at least 2 hours of work outside of class for every credit hour. Thus, you should plan on spending at least 6 hours per week outside of class.

Calculator Use: The TI83 or TI84 or TI 83 Plus or TI 84 Plus graphing calculators are recommended. The textbook gives explicit instruction for all necessary computations using this type of calculator. Have your calculator in working order for each class, and especially when quizzes or tests are scheduled. Note: using cell phones and other interactive media are NOT permitted for looking up how to perform calculations or to be integrated with your calculator when completing quizzes, tests or exams.

Electronic Devices Policy: Using a cell phone, laptop, Ipad or other electronic device during the class for any purpose not related to the class can be a distraction and is discouraged. Using them during class can undermine your learning and thus your path to success. It is also disrespectful to your instructor and your classmates. Let your instructor know if you have an accommodation allowing you to use a device to create class notes.

Computer Software Use: CCSU’s Black Board Learn will be used as a repository for course materials, announcements, important dates, etc. No assessments using Black Board Learn are anticipated. Black Board will not be used to calculate your grade although individual assignment and assessment grades will be posted for your reference.

Files created by Microsoft Office software (e.g. Excel, Word, Power point) or files in PDF format will be used for course materials. All students are expected to be able to access and use the files whether using university or personal devices. Microsoft Office software is available free to students from the university.

All assignments and assessments will be submitted on paper no matter if software may have been used to create them. They will be graded and returned to you.
If circumstances are such (e.g. classes are cancelled due to power outages from weather) assignments can be submitted as soon as possible.

**Course Etiquette:** It is expected that all class participants will act appropriately at all times and work together to create a productive learning environment. This includes giving others a chance to speak and ask questions as well as respecting the rights and opinions of others. Excessive chatting, background noise and other interruptions during class are distractions to others who are trying to learn and will not be tolerated. You will be asked to leave if you are asked twice to cease disrupting the class.

**University Policies:**

1. **Final Examination**
   You must take the final examination during the week specified in the University Calendar or as specially arranged if part of your approved accommodation. The scheduled day/time is: **Wednesday December 8th, 8:00 AM - 10:00 AM**, (University assigned day/time).

2. **Special Needs Accommodations**
   Please contact me privately to discuss your specific needs if you believe you need course accommodations based on the impact of a disability or medical condition, or if you have emergency medical information to share. I will need a copy of the accommodation letter from Student Disability Services (SDS) in order to arrange any accommodations.

   If you are a student with a documented disability, and would like to request academic accommodations, you are encouraged to contact Student Disability Services (SDS) at: **(860) 832-1952**, or email **disabilityservices@ccsu.edu**. Please visit the SDS website at [http://www.ccsu.edu/sds/](http://www.ccsu.edu/sds/) to download an Intake form and documentation requirements if you are not already registered with them. Temporary impairments may also qualify for accommodations. Student Disability Services maintains the confidential documentation of your disability and assists you in coordinating reasonable accommodations with your faculty. Please be aware that you are responsible for asking for SDS to send the accommodation letters to your instructors each semester, it will not be done automatically.

   Central Connecticut State University provides reasonable accommodations in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act for students with documented disabilities on an individualized basis.

   If you wish to take tests or the final exam with extended time you are responsible for contacting me prior to the date of the test/exam in order to make arrangements.

3. **Academic Integrity**
   All students are expected to demonstrate integrity in the completion of their coursework (see Student Handbook). Academic integrity means doing one’s own work and giving proper credit to the work and ideas of others. It is the responsibility of each student to become familiar with what constitutes academic dishonesty and plagiarism and to avoid all forms of cheating and plagiarism. This policy is rigorously enforced by the Department of Mathematical Sciences.
Students who engage in cheating, plagiarism and other forms of academic misconduct will face academic and possibly disciplinary consequences. Academic sanctions can range from a reduced grade for the assignment to a failing grade for the course. From a disciplinary standpoint, an Academic Misconduct Report may be filed and a Faculty Hearing Board may impose sanctions such as probation, suspension or expulsion. For further information on academic misconduct and its consequences, please consult the Student Code of Conduct (http://www.ccsu.edu/StudentConduct/cpdepfcpmdict/asp) and the Academic Misconduct Policy (http://www.ccsu.edu/AcademicIntegrity).

4. Discrimination and Harassment (Title IX)
Central Connecticut State University strives to maintain our university as a place of work and study for faculty, staff, and students that is free of all forms of prohibited discrimination and harassment based upon age; ancestry, color; gender identity and expression; intellectual disability; learning disability; mental disorder; physical disability; marital status, national origin; race; religious creed; sex (including pregnancy, transgender status, sexual harassment and sexual assault); sexual orientation; or any other status protected by federal or state laws. Any student who has concerns about this should contact the Office of Equity and Inclusion (OEI) at 860-832-1652, Student Affairs at 860-832-1601, or his/her faculty member. The OEI is located on the main floor of Davidson Hall, room 119.

5. Sexual Misconduct, Intimate Partner Violence and Stalking
Central Connecticut State University (CCSU) will not tolerate sexual misconduct against students, staff, faculty, or visitors in any form, including but not limited to: sexual assault, sexual exploitation, sexual harassment or stalking, as defined in CCSU policies. For additional information, please consult the CCSU policies at https://www.ccsu.edu/diversity/polices/index.html.

Note: Any student should feel free to discuss issues of concern with a faculty or staff member he/she trusts. But keep in mind all faculty members and staff have a duty to report incidents of sexual harassment including sexual misconduct, intimate partner violence and stalking to Pamela Whiteley, Title IX Officer, Office of Equity and Inclusion, Davidson Hall 119.

To file a report, contact: Equity and Inclusion (860-832-1652); Student Conduct (860-832-1667), or Student Affairs (860-832-1601). For a criminal complaint contact the University Police (860-832-2375).

For support and advocacy contact: Office of Victim Advocacy at 860-832-3795; Student Wellness Services at 860-832-1945 (confidential), the Women’s Center at 860-832-1655, the local YWCA’s Sexual Assault Crisis Services Hotline at 860-223-1787 (confidential) and Prudence Crandall Center for Domestic Violence (confidential) at 888-774-2900 (24-hour hotline).

6. The last day to withdraw from a course without receiving the grade of “W” is September 15th. Approvals for withdrawal from September 16th to November 17th are not required; however, it is strongly recommended that students consult with their academic advisors prior to deciding to withdraw and receiving a grade of “W”. Cessation of attendance, notice to the instructor, or
telephone calls to the Registrar’s Office are not considered official notice of a student’s intention to drop the course. You must fill out an official form and deliver it to the Register by November 17th. After November 17th, withdrawals are allowed only under extenuating circumstances and require approval of the course instructor and department chair (in that order). Poor academic performance is not considered an extenuating circumstance and is rigorously enforced by the math department chair.

Forms to either drop or withdraw from a course may be found on the Registrar’s website at http://web.ccsu.edu/registrar/forms.asp.

7. In the event of a weather emergency which requires curtailment or cancellation of classes: use the university’s website (www.ccsu.edu/cancel) or Storm Phone (860-832-3333) for the most accurate information about CCSU’s closings or delays.

The university will also notify the following broadcast media of cancellations or delays. Radio: WTIC (1080 AM), TV: WFSB-TV 3, WTNH-TV 8, and NBC Connecticut.

Also check your official CCSU email for cancellation notices sent by your instructor.

**Academic Resources Available:**

If you are having trouble with the class, first ask yourself, “Am I putting in at least 6 hours per week?” Then ask, “Am I taking advantage of all the help that is available?”

1. If you need help in any class, take advantage of your instructor’s office hours or arrange alternate meetings. Be proactive and do not wait until just before any quiz or test to do so.

2. Free tutoring is also available from The Learning Center – via online by appointment. The Center is located in DiLoreto Hall, Room D-316. They can be reached at (860) 832-1900. A schedule of the availability of statistics specialists will be posted to Black Board soon after the beginning of the semester and will be available on the CCSU website. You must set up an appointment.

3. Form a study group with other students in your section following safety guidelines. Explaining solutions to homework problems to each other is a good way to learn.

4. A list of private tutors for hire is available from the Math Department office, Room 128 Marcus White, (860) 832-2835 and on the CCSU Mathematics website.

**Other Resources (also listed on Black Board)**

Career Services 860-832-1615  Financial Aid 860-832-2200  
Health Services 860-832-1925  LGBT Center 860-832-2090  
Counseling 860-832-1927  Student Affairs 860-832-1601  
CCSU Community Pantry [www.ccsu.edu/mariasplace](http://www.ccsu.edu/mariasplace)
Evaluation

The plan is for three multi-chapter tests plus a comprehensive final examination, a final project, comprehensive quizzes on chapter material, and assignments using statistical procedures or software. There will be homework assignments related to each section of the book that is covered.

For all at-home quizzes, tests, or projects you can refer to the book or your notes, anything posted to the class module on Black Board Learn, but not the internet or another person (Academic Integrity) to determine a solution unless otherwise announced. Homework can be a joint effort. For calculations, you can use a graphing calculator including statistical options or a computer package available on the campus network as long as you explain what you did to achieve your final answer. Credit will not be given for just a final answer.

The following minimum averages for each of these grades are adhered to by the Mathematical Sciences Department:

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<thead>
<tr>
<th>Grade</th>
<th>Minimum Average</th>
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<tbody>
<tr>
<td>A</td>
<td>93%</td>
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<tr>
<td>A-</td>
<td>90%</td>
</tr>
<tr>
<td>B</td>
<td>87%</td>
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<tr>
<td>B-</td>
<td>83%</td>
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<tr>
<td>C</td>
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<td>67%</td>
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<tr>
<td>D-</td>
<td>63%</td>
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<tr>
<td></td>
<td>60%</td>
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The plan for the final grade for the course is to use the following weights:

- 3 Tests covering announced Chapters, 15% each = 45%
- Quizzes covering Chapter material, combined = 30%
- ~26 Homework assignments, combined = 8%
  (Assignments accepted late without valid excuse subject to reduced points)
- Participation and Attendance, 1% each = 2%
- Final Project = 15%
- Accumulated course work = 85%
- Final Examination = 15%

Total 100%

All students should pass the final examination with a score of at least 60% in order to pass the course.

Quizzes and tests will be made available on announced days and will be based on textbook material, homework problems and any additional material covered in class. Make-up tests or quizzes may be allowed if specifically arranged.

Schedule of Important Dates

Definite Dates:

No classes Monday September 6th (Labor Day)
Wednesday November 24th (Thanksgiving Holiday)
Midterm: October 25th    Note: There is no midterm examination but midpoint grades should be posted on WebCentral - Banner Web

Last day to withdraw without instructor’s and department chair’s signature: Wednesday, November 17th.    Note: After November 17th withdrawal only allowed due to extenuating circumstances which does not include a failing average.

Final Exam (cumulative):
Wednesday December 8th 8:00 AM - 10:00 AM (University assigned day/time)

Planned Dates (subject to change due to circumstances):

Test 1: Wednesday October 13th, Chapters 1 through 3
Test 2: Wednesday November 13th, Chapters 4 through 6
Test 3: Monday November 29th, Chapters 7 through 9.

If you will not be able to take a quiz or test on the scheduled date please contact me prior to that date to determine if a make-up date will be arranged.
Homework Philosophy

- Homework assignments are learning exercises and an important part of the learning process. You can work with other students or tutors, meet with me to ask questions.
- There will be at least one assignment every class.
- Assignments will be submitted on paper and may include a computer exercise. They correspond to the planned schedule and will be noted on Blackboard Learn accompanied by a typed version of the problems.
- Homework assignments should be neat and legible.
- Unless otherwise specifically noted, all homework is due at the next class meeting. When assigned on the same day as a scheduled quiz the due date can be extended to the following class day. See Black Board Calendar for specific dates for other assessments.
- It is your responsibility to complete and hand in your homework assignments, whether I specifically remind you or not.
- It is your responsibility to ensure your homework is placed at the indicated.
- For all assignments, all steps should be included for each problem, **not just the final answer**, so I can tell if you understand the process or not and point out any errors you may have made. If you use a calculator or computer program so that some steps are omitted then indicate what you did appropriately.
- On homework assignment submissions if the problem is done incorrectly the error will be indicated. If the problem was skipped a hint on how to complete it will be given. Sometimes I will add comments. I expect you to read everything I write and use it to enhance your learning.
- I plan to grade and return all homework submissions by the class meeting after it was handed in, which may be the day of the quiz on that chapter.
- Full credit is available for every assignment completed on time. Lesser credit may be given for any completed after the expected due date. Homework assignments will be graded on a 0 to 3 point scale: 3 if on time, all problems attempted and demonstrating comprehension of the material (minor arithmetic mistakes are allowed); 2 if problems with only answers but no work/justification or problems skipped, 1 if indication of poor understanding of material or multiple problems skipped, 0 if not handed in.

- Suggestion: complete additional exercise problems so you can ask questions and get personal feedback. This is so
  - You can be sure you understand all the material.
  - You get practice working problems using the material.

- See Planned Schedule for proposed schedule of section coverage.
Brief Bio of Instructor:

- Bachelor's degree, mathematics, Drew University, NJ
- Master's degree, applied statistics, Rutgers University, NJ
- Post graduate courses in data analysis, Rutgers University, NJ
- 13 years as biostatistician for two pharmaceutical companies, NJ and MI
- 2.5 years other activities supporting clinical research, OR and CT
- 7.5 years creating and managing a data management, statistics and programming
department for a contract research organization, CT
- 12.5 years Director of Clinical Data Management for a contract research organization, CT
- 12.5 years teaching Math 099, Math 101/102, Stat 104, Stat 215 and/or Stat 201 at CCSU, CT