

Draft Syllabus
Organic Chemistry I Lecture (CHE 351)

Professor: Dr. Juliet Hahn

office: Science Building 305

If I am not in my office, I will leave a note where I can be found & you may follow me (not to lunch)

phone: office: 843-383-8177 cell 803-834-0827 (only for emergency)

email: jhahn@coker.edu (easiest way to get a hold of me)

Dr. Hahn's Sections

CHE 351 section 1 MWF 8 am to 8:50 am Science Bldg 301

CHE 351 Lab section 1 Monday 1 pm to 4 pm Science Bldg 206

CHE 351 Lab section 2 Tuesday 2 pm to 5 pm Science Bldg 206

Office hours: W and F 10 am to 11 am; Wednesday 2 to 4 pm (other times by appointment)

For the Lecture you will need access to: (a) **Textbook**, the open sourced textbook is available on your Brightspace Page, it is free to download. Here is a link to the pdf

https://digitalcommons.morris.umn.edu/chem_facpubs/1/

You can also purchase a black and white print from <https://www.lulu.com/shop/tim-soderberg/organic-chemistry-with-a-biological-emphasis-volume-i/paperback/product-1jz6e8e6.html?q=Tim+Soderberg&page=1&pageSize=4>

You will also need (b) a **scientific calculator**: To perform calculations in this course, you will need an inexpensive "scientific calculator". It does not need to be elaborate but should be able to express numbers in scientific notation (e.g. 6.02×10^{23}) and must have log (and ln) functions. You can buy such a calculator for around \$5 to \$10.00 at the local discount store. You will be able to use your calculator on all exams. You will **not** be allowed to use a cell phone as a calculator on quizzes & major test and final exam.

Chemistry 351 is the first semester of a two semester sequence of Organic Chemistry lecture. We will cover about all the chapters in volume I of the text this semester at the rate of **about a chapter a week**.

I will be keeping a hard copy attendance sheet. **(Please note: Students who miss lots of classes usually earn an F on the class even without any other penalty.)**

Grades are based on the following:

<u>Factors affecting class average</u>	<u>Factor Weight</u>
HW in class	10%
Quizzes (6 quizzes)	10 %
Tests (3 tests)	60%
Final Examination	20%

HW grade (10% of grade): HW could be the 10% that separates an A from a B or a C from a D.

HW (Homework In class) grade will be in the same format as a quiz but consist of 5 to 10 minutes of in class work on a problem given in class. HW will be open book, open notes, open neighbor with Dr. Hahn's help. **10% of the lowest HW grades will be dropped.** Typically my student's HW grade is very high because of the format of the HW. HW IN CLASS must be completed IN CLASS and turned in during class.

Quizzes will be in the same format as a major test but shorter in length (probably one or at most 2 pages). Quizzes will be like a traditional test so not open book, not open notebook, not open neighbor with no assistance from Dr. Hahn

If you **miss ONE Quiz for any reason**, one and only one quiz grade **will be replaced by the HW** (homework in class) average grade. If you **TAKE ALL QUIZZES**, your **lowest quiz grade will be replaced by the homework in class grade**. (You may have a 3" x 5" index card for the quiz.) You may also request a make up quiz. However because I need to return and cover the quiz before the exam, if you miss a quiz and you want to make up the quiz with a valid excused absence, it will have to be taken after the corresponding exam that comes after the quiz and will be a totally different quiz than the quiz that everyone else took.

If you have **one missed test** (one of 3 tests) for any reason, the missed test grade **will be replaced by your grade on the final exam**. (because the final includes that material missed on the test) For an excused absence, I will leave that missed test out of the grade calculation (equivalent to replacing by the average of your tests). If you miss the test without an excuse you will earn a zero on the missed test. If you have **no unexcused absences for tests**, I will replace your **lowest grade test by the final exam grade** (assuming that your final exam grade is higher than one of your test scores). So if you miss one test without a valid excuse, it will be replaced by your final exam grade. If you miss more than one test without a valid excuse, you will earn a zero in your test grades which will not be possible to make up.

There will be 6 quizzes which will be given in the last 15 minutes of class.

Quiz Dates: {one of the quizzes will usually be given 2 days before exams so (a) take quiz (b) get back graded quiz in the next class period, ask questions and make sure everyone understands quiz material (c) take exam at next class period }

When you get back your graded quizzes and exam you will also get an answer key with a list of points for common mistakes (probably post online). Check your graded exam/quiz against the answer sheet. **(Help me**

by checking for human error. You will get to **keep your exams, quizzes & HW** to study so that you learn from your mistakes. You will get partial credit for short answer and long answer questions but not for multiple choice questions.

If there are any mistakes on anything returned graded, any requests for regrades **must** be made during the class in which the exam, quiz or **HW** is returned in writing. Once you leave the class, any requests for regrades will **not** be honored. (You do not get to wait until the end of the semester to request a regrade)

Excused Absence vs Unexcused Absence:

Excused Absence: Examples of Excused Absences are: medical grounds, death in the immediate family, documented weather related transportation problems and university business. (Official Coker University sports team excuses and university wide emailed excuses are of course acceptable excused absences.)

You must have hardcopy documentation such as a doctor's signed note on letterhead, newspaper article for funeral listing your name, funeral program obtained at the service or a letter from a professor or coach stating that you worked on behalf of the university on the given date. Examples of working on behalf of the university could be that you were a part of an official university sports team or that you represented the University at a conference.

Please provide me a hard copy (college wide official emailed excuses are acceptable documentation & need no additional documentation) of your documentation for my files ASAP (before missing the work or at the very least within 7 calendar days of return to college).

Unexcused Absence: Examples that are not valid excuses include: personal problems, oversleeping, going away for the weekend, etc. [In general excuses for absences for missed exams will be much more rigorous than acceptable excuses for missing the **HW** (homework in class)] In any case, it is always in your best interest to tell me your excuse because it is possible that I may accept your excuse.

Chemistry is not some far away, antiseptic, horrible, technological monstrosity of the 21st century and chemicals are not some maiming, toxic substance from which we all have to keep a distance. Modern society would not be possible without chemistry. Chemistry gives us all pharmaceuticals, all synthetic materials (polyester, nylon, plastics, teflon, styrofoam, perfumes, rubber, nutrasweet), batteries, the ink in your pen, liquid crystals in your LCD watches & in your flat panel TVs. Chemicals also makes up the bodies of all living organisms. Everything that you eat are chemicals. Chemicals are everywhere!

Chemistry is also the required general education classes for high paying jobs such as: pharmacist, medical doctor, physician's assistant, engineer, research scientist, nurse

Just keep in mind that **no matter how smart you are**, you will not do well on this course without a **lot of hard work**. The grade that you earn in this class will be directly related to how much time you spend preparing for the class.

The biggest secret to doing well in this course is to keep up with the lecture material. The biggest mistakes that students make which results in a bad grade in the course are: **1)** not attending the lecture **2)** not keeping up with the lecture material and attempting to cram the night before every exam **3)** thinking that just understanding the lecture material means that you will do well on the course – you have to actually work at least the problems on the quiz immediately prior to the exam, the example worked problems from the lecture and the **HW** problems. When I say you have to work the problem, I mean that you have to do the problems

including using a number of different molecules to show a reaction mechanism. **Just looking at the worked problem and sort of understanding it does not count as having done the problem.** If you make one of these three common mistakes, you will not learn anything. (You will also get a bad grade on this course.) **If Organic Chemistry is not a lot of work, then you may be doing something wrong and your grades may reflect this.**

One final point, my objective is to teach Organic Chemistry to everyone in this class. I want you ALL to do well because you are my students. If you have any difficulties, please come to see me before your difficulties cause irreparable damage. I may be able to advise you on how to best study for this class so that you spend your time for the best effect. Do not just stop trying without coming to see me first.

Important Dates & Holidays

8/16 T Regular Class Schedule Begins
9/2 Monday **Labor Day** Holiday holiday (no class)
9/3 Tuesday last day for late registration or drop/add
10/14 Monday & 10/15 Tuesday Fall Break (no classes) - holiday
10/18 Friday (9 am) midterm grades due
11/15 Friday last day to drop class with a grade of W
11/27 W to 11/29 F Thanksgiving Holiday (no classes)
12/10 Tuesday Last Day of Classes
12/11 Wednesday Reading Day (no classes)
12/12 Thursday to 12/17 Tuesday Final Exam Period
12/17 Tuesday Residential Facilities Close for All Students
12/19 Thursday Final Grades Due at 9 am

Dates of Quizzes and Tests and Final Exam:

Quiz I 8/31W	Quiz III9/21W	Quiz V10/19W
Quiz II 9/9F	Quiz IV9/30F	Quiz VI 11/11F
Exam I9/14W	Exam II 10/5W	Exam III11/16W

Final Exam 12/1 Thursday 8:30 to 11 am

We will cover all the chapters in the textbook (volume I) at the rate of about a little over a week per chapter. We will cover Chapters 1 to Chapter 8. (next semester we will cover the volume II textbook)

The following are some Coker University Statements.

Academic Dishonesty

From the **Coker College Student Handbook**:

“Academic dishonesty includes plagiarism, cheating, or failing to appropriately cite sources. Any form of academic dishonesty is wholly incompatible with the Code of Student Responsibility, the Mission of the College, and generally understood standards of ethical academic behavior. Academic dishonesty is among the most serious of violations that might be committed at the College; for that reason, penalties for academic dishonesty may include suspension or expulsion from the College.”

“Plagiarism: A student is guilty of plagiarism when he/she submits work purporting to be his/her own, but which in fact borrows ideas, organization, wording, or anything else from other sources—a published article, a chapter of a book, a friend’s paper, etc.—without appropriate source acknowledgement. Plagiarism, as a form of cheating, also includes employing or allowing another person to alter or revise the academic work the student submits as his/her own. Students may generally discuss assignments among themselves or with an instructor or tutor, but the actual work must be done by the student alone. When an assignment involves research with outside sources of information, the student must carefully acknowledge exactly what they are, and where and how he/she employed them.”

Title IX and Reporting of Discrimination and Sexual Harassment:

As a recipient of Federal Funds, Coker University is required to comply with Title IX legislation, which prohibits discrimination on the basis of sex in educational programs or activities, admission, and employment.

Coker’s Commitment to Equality

Equal access to educational experiences is an important part of the Coker experience. If you feel you have been discriminated against based on your sex, gender, gender, identity/expression, or sexual orientation, or if you have experienced sexual harassment, misconduct, or violence, we encourage you to report this to a member of the Coker Community.

What is Sexual Harassment?

Sexual harassment is unwelcome conduct of a sexual nature, including unwelcome sexual advances and requests for sexual favors. Sexual violence is a form of sexual harassment and includes sexual assault, dating violence, domestic violence, rape, sexual battery, sexual coercion, and sexual exploitation.

Who Can I Talk to?

While faculty and staff are happy to listen to your concerns, please be mindful of how much you wish to disclose since all Coker faculty and staff members are ‘mandatory reporters.’ This means that if they are made aware of potential discrimination, harassment, misconduct, or violence that has occurred involving any Coker student, staff, or faculty member, they are required by law to report it to Coker’s Title IX Officer. This includes incidents that occur on campus or at an off-campus Coker-sponsored event or activity in the recent present or in the past. Of course, you may also contact Coker University’s Title IX Coordinator, Tom Corti (843-383-8198) directly. At any time that you fear for your immediate safety, contact Campus Safety (843-383-8140) or dial 911.

Confidential Reporting

If you wish to talk with someone who is better able to keep your information confidential, please visit the Center for Health and Wellness [website](#) or call Coker’s Student Health Services (843-917-4044).

Additional information is located under the Title IX section on the Coker website:
<https://www.coker.edu/about-coker/offices-services/campus-safety/title-ix/>.

Accommodation:

Reasonable accommodations will be provided for qualified students with documented physical, sensory, learning or psychiatric disabilities that require assistance to fully participate in this class. If a student has a disability that will likely need some accommodation by the instructor, the student should contact Robin Richardson in the Learning Support Services Office (ext. 8021, rrichardson@coker.edu) or Jennifer Rhodes (jrhodes@coker.edu) to provide the necessary documentation

Syllabus Agreement Form, Information Sheet & Permission to Return Exams Form

I have read and understand the policies stated in the syllabus for Dr. Hahn's **CHE 351 Lecture** class for the Fall semester of 2022. All questions have been answered to my satisfaction. By signing this sheet I agree to abide by the policies stated therein.

Your signature _____ **CHE 351 Lecture Fall 2022**

Print your name: _____ Date submitted: _____

***** Information Sheet (note: **your official Coker emails will be used for Coker official communications**)

contact phone # _____ contact email address _____

major _____ year (please circle one) fresh, sophomore, junior, senior, other

if other please explain _____ last chemistry course taken (course name)

when (year, semester) _____ where (here, other) _____ cumulative GPA _____

grade received on last chemistry course _____

other science courses taking currently (give course name) _____

Are you doing research? (yes, no) If so with whom? _____

Why are you taking this class? _____

hobbies: _____

Feel free to tell me anything else you would like me to know about you:

***** Permission to Return Exams

I _____ (sign name) [(do) or (do not)] (circle

one) give Dr. Hahn permission to return my actual exam/quizzes/HW in a self serve fashion in folders.