COURSE OUTLINE

1. **Course:** CHEM 353, Organic Chemistry II - Winter 2020

   **Coordinator(s)**
   
<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
<th>Office</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Ian Hunt</td>
<td><a href="mailto:irhunt@ucalgary.ca">irhunt@ucalgary.ca</a></td>
<td>220-6430</td>
<td>SA 144G</td>
<td>Open door, drop in</td>
</tr>
</tbody>
</table>

   **Section(s)**
   
   **Lecture 01:** MWF 09:00 - 09:50 in SB 103
   
<table>
<thead>
<tr>
<th>Instructor</th>
<th>Email</th>
<th>Phone</th>
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<td>SA 144G</td>
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   **Lecture 02:** MWF 10:00 - 10:50 in SB 103
   
<table>
<thead>
<tr>
<th>Instructor</th>
<th>Email</th>
<th>Phone</th>
<th>Office</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Ashley Causton</td>
<td><a href="mailto:acauston@ucalgary.ca">acauston@ucalgary.ca</a></td>
<td>403 210-3968</td>
<td>SA 144A</td>
<td>TBA</td>
</tr>
</tbody>
</table>

   **Course Site:**
   
   D2L: CHEM 353 ALL-(Winter 2020)-Organic Chemistry II
   
   www.chem.ucalgary.ca/courses/350/index353-w20.html

   **Note:** Students must use their U of C account for all course correspondence.

   **Tutorials:** SA 204. **Start the week of January 13th 2020.**

   **Laboratories:** See your timetable. **Start the week of January 13th 2020.**

2. **Requisites:**

   See section 3.5.C in the Faculty of Science section of the online Calendar.

   **Prerequisite(s):**
   
   Chemistry 351.

   **Antirequisite(s):**
   
   Credit for Chemistry 353 and either 355 or 357 will not be allowed.

3. **Grading:**

   The University policy on grading and related matters is described in F.1 and F.2 of the online University Calendar. In determining the overall grade in the course the following weights will be used:

<table>
<thead>
<tr>
<th>Component(s)</th>
<th>Weighting %</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midterm exam</td>
<td>20</td>
<td>March 12th 2020, 7-9pm</td>
</tr>
<tr>
<td>Final exam</td>
<td>45</td>
<td>TBA (Registrar scheduled)</td>
</tr>
<tr>
<td>Laboratory</td>
<td>20</td>
<td>weekly</td>
</tr>
<tr>
<td>e-Learning (clickers, tutorial assignments)</td>
<td>15</td>
<td>see course website</td>
</tr>
</tbody>
</table>

   Each piece of work (reports, assignments, quizzes, midterm exam(s) or final examination) submitted by the student will be assigned a grade. The student's grade for each component listed above will be combined with the indicated weights to produce an overall percentage for the course, which will be used to determine the course letter grade.

   The conversion between a percentage grade and letter grade is as follows:

<table>
<thead>
<tr>
<th></th>
<th>A+</th>
<th>A</th>
<th>A-</th>
<th>B+</th>
<th>B</th>
<th>B-</th>
<th>C+</th>
<th>C</th>
<th>C-</th>
<th>D+</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum % Required</td>
<td>95.00%</td>
<td>85.00%</td>
<td>80.00%</td>
<td>75.00%</td>
<td>70.00%</td>
<td>65.00%</td>
<td>60.00%</td>
<td>55.00%</td>
<td>50.00%</td>
<td>45.00%</td>
<td>40.00%</td>
</tr>
</tbody>
</table>
The marks for each of the course components will be recorded as a numerical score. These numerical scores will be combined as shown above to arrive at the total numerical score which will then be converted to the letter grade that will be reported to the Registrar. In assigning the final course letter grade, the scale shown above will be used (e.g. A- starts at 80.00%, A at 85.00%).

This course has a registrar scheduled final exam.

Notes

(1) A minimum 50% on the laboratory is required in order to satisfy the prerequisite requirement (i.e. C-) for further Science courses.

(2) A minimum 50% weighted average on the examinations (MT & FIN) or minimum 50% on the Final is required in order to satisfy the prerequisite requirement (i.e. C-) for further Science courses or better.

(3) Notes (1) and (2) mean that if a student scores below 50% in either the laboratory or the examination component, then the maximum course letter grade they can obtain in Chem 353 is a D+.

(4) The e-Learning mark is based on the best five out of six components: five equally weighted tutorial assignments to be completed using Moodle (free system) and the Top Hat "clicker" mark. The Top Hat "clicker" mark is based equally on the correctness of your responses and participation to questions asked during in lecture time in your officially registered lecture section. Due to the nature of the way that the Top Hat (clicker) system is used, the mark calculated and the class logistics, we do not manage absences or individual technical issues (note: students need to contact Top Hat about their technical issues). If you do not use Top Hat, then your e-Learning mark automatically comes from all of the tutorial assignments.

(5) Tutorial assignments, are to be completed in your registered Chem 353 tutorial time and are written under "exam conditions" (as described below). You will be allowed to use a non-programmable calculator and/or model kit and have access to electronic copies of a periodic table and spectroscopy data tables if required. Absolutely no other resources of any kind can be used while completing an assignment, (see course website for more details). Any violation of these rules will be viewed as academic misconduct.

(6) Students who previously took Chem 353 here at the University of Calgary within the last two years can be exempted from repeating the laboratory work of the course if a laboratory grade of 75% or higher was obtained. However, students are still responsible for the laboratory content as it may be covered in other course work (e.g. examinations, assignments). The laboratory grade achieved on the previous attempt will be carried forward. Such students must contact the Chemistry Undergraduate Program Administrator, in the Chemistry Main Office, SA 229 before the drop date (January 23rd, 2020).

(7) Students registered with Student Accessibility Services will need to meet with the Course coordinator to make arrangements for accommodations associated with tutorials and/or the laboratory component.

4. Missed Components Of Term Work:

In the event that a student misses the midterm or any course work due to illness, supporting documentation, such as a medical note or a statutory declaration will be required (see Section M.1; for more information regarding the use of statuary declaration/medical notes, see FAQ). Absences must be reported within 48 hrs.

The regulations of the Faculty of Science pertaining to this matter are found in the Faculty of Science area of the Calendar in Section 3.6. It is the student's responsibility to familiarize themselves with these regulations. See also Section E.3 of the University Calendar.

Deferred examinations will ONLY be provided for the Final Examination and then only with the approval of the Associate Dean.

Absences from any term work (midterm, assignments, laboratory activities etc.) must be reported to the course coordinator, Dr. Ian Hunt, within 48 hrs (e.g. via email). In the event that a student misses term work due to illness then official documentation will be required. If a student misses the term work for other reasons, then analogous documentation will be required. The Chem 353 course coordinator will need to see the original documentation for review / decision and keep it (or a copy) for their records. The documentation must be provided to the course coordinator within 10 business days of the term work due date in order for an excused absence to be considered.

For missed laboratory work, students are typically required to make up missed laboratory work for any approved absences (i.e. those for which acceptable documentation has been provided and approved). For more details on making up missed laboratory work, please first consult section 5 of the W20 Chem 353 laboratory manual and complete the required form following all of the instructions on the form and submit it via email to the laboratory coordinator for approval. If you have any concerns then contact the W20 Chem 353 laboratory coordinator.
If an excused absence is approved for other items of term work, then you will be awarded a grade for that piece of term work equal to your final examination grade. If no such documentation is provided within the required time frame, then a grade of zero will be assigned to the item of term work.

5. **Scheduled Out-of-Class Activities:**

The following out of class activities are scheduled for this course.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Location</th>
<th>Date and Time</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 353 MT</td>
<td>TBD</td>
<td>Thursday, March 12, 2020 at 7:00 pm</td>
<td>2 Hours</td>
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</tbody>
</table>

**REGULARLY SCHEDULED CLASSES HAVE PRECEDENCE OVER ANY OUT-OF-CLASS-TIME-ACTIVITY.** If you have a conflict with the out-of-class-time-activity, please contact your course coordinator/instructor no later than **14 days prior** to the date of the out-of-class activity so that alternative arrangements may be made.

Please email the course coordinator including a copy of your weekly university schedule (email facilitates a reply etc.) as soon as possible but no later than **14 days prior** to the midterm date so that an ALTERNATE examination time can be arranged for you.

If you have a conflict of an out-of-class-time-activity in another course with any scheduled component of Chem 353, then you should contact the course coordinator/instructor of the other course with the out-of-class activity no later than **14 days prior** to the date of the out-of-class activity so that alternative arrangements may be made. They are obliged to make suitable alternate arrangements for you.

See note in section 4 about deferred examinations.

6. **Course Materials:**

**Textbook:** No text book is required. We provide an Organic Chemistry etext on the course website.

If you wish to purchase a textbook because it better suits your individual learning style, "Organic Chemistry - Mechanistic Patterns" by Ogilvie et. al (published by Nelson) or "Organic Chemistry" by Jones (published by Norton) are good choices for our courses, otherwise ask your instructor.

Molecular Model kits: **very strongly recommended** (an allowed resource in examinations, available from the Bookstore).

**Chemistry 353 Laboratory Manual** (free, online on the course website).

A self-duplicating **Laboratory Notebook** (required, available from the Bookstore)

**Laboratory safety coat** (required, available from the Bookstore)

**Laboratory safety glasses** (required, available from the Bookstore)

**Padlock** (required to secure drawer of laboratory glassware and equipment (each student is assigned their own drawer))

**Top Hat account** *(available from Top Hat, see course website for more details, free for UofC students)*
7. **Examination Policy:**

All examinations are common to all sections, i.e. students in L01 and L02 write the same examinations. All the instructors are involved in determining content coverage, creating, selecting and reviewing examination questions, creating and reviewing grading rubrics and grading of student answers as well as reviewing the grades once collated.

See item 4 above related to deferred examinations.

All Chem 353 examinations, assignments and quizzes etc. will be under exam conditions.

"Exam conditions" : All examinations, assignments, quizzes etc. are closed book. Model kits and non-programmable calculators are allowed, a periodic table and spectroscopy data tables will be provided if required. **No other aids** including any form of “cheat” or “data” materials. Wireless devices and other electronic devices are not allowed.

Any student with academic accommodations must be registered with Student Accessibility Services (see Section 12(f) below), and have reviewed their accommodations (as described on the SAS documents) **with the course coordinator ideally** within the first 15 days of the semester or at least 7 days before any scheduled activity for which accommodations are required.

Students should also read the Calendar, **Section G**, on Examinations.

8. **Approved Mandatory And Optional Course Supplemental Fees:**

   **Laboratory Breakage Fee and Late Check Out Fee.** The Department of Chemistry has a laboratory glassware breakage fee and a late check out fee. At the start of the course, each student is assigned a drawer and checks-in to establish that they have a complete set of usable equipment. By signing for check-in, a student agrees that they are now responsible for the equipment until check-out. At the time the student checks out, any equipment that is missing, unusable or has been replaced during the semester will be charged to the student. All students, even those who withdraw early from the course, must check out of the laboratory before the last day of lectures (April 12th 2019). Any student who fails to check out before the last day of lectures for the term will be assessed a charge of $30.00. If this fee is not paid by the last day of the final examination period of the term, an additional $10.00 administrative fee will be charged and university services (registration, transcripts, etc.) may be withheld.

9. **Writing Across The Curriculum Statement:**

   For all components of the course, in any written work, the quality of the student's writing (language, spelling, grammar, presentation etc.) can be a factor in the evaluation of the work. See also **Section E.2** of the University Calendar.

10. **Human Studies Statement:**

   If you agree, your course work may be used for research purposes. Your responses will remain anonymous and confidential. Grouped data (no individual responses) may be used in academic presentations and publications. Participation in such research is voluntary and will not influence grades in this course. Students' signed consent forms will be withheld from instructors until after final grades are submitted. More information will be provided at the time student participation is requested.

   See also **Section E.5** of the University Calendar.

11. **Reappraisal Of Grades:**

   A student wishing a reappraisal, should first attempt to review the graded work with the Course coordinator/instructor or department offering the course. Students with sufficient academic grounds may request a reappraisal. **Non-academic grounds are not relevant for grade reappraisals.** Students should be aware that the grade being reappraised may be raised, lowered or remain the same. See **Section I.3** of the University Calendar.

   a. **Term Work:** The student should present their rationale as effectively and as fully as possible to the Course coordinator/instructor within **ten business days** of either being notified about the mark, or of the item’s return to the class. If the student is not satisfied with the outcome, the student shall submit the Reappraisal of Graded Term work form to the department in which the course is offered within 2 business days of receiving the decision from the instructor. The Department will arrange for a reappraisal of the work within the next ten business days. The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected. See sections **I.1** and **I.2** of the University Calendar.

   b. **Final Exam:** The student shall submit the request to Enrolment Services. See **Section I.3** of the University Calendar.
c. **Laboratory work**, please see the Chem 353 W20 student laboratory manual for details. The student should first discuss the assigned grade with their laboratory TA. If this does not resolve the concern, then the appeal should be made to the Laboratory Coordinator. This will require that you provide the original work, and email a statement clearly stating the concern from your UofC email address to the Laboratory Coordinator. This needs to be done within the 10 business day period. The Laboratory Coordinator will then take the work to review it and provide appropriate feedback via UofC email.

12. **Other Important Information For Students:**

   a. **Mental Health**: The University of Calgary recognizes the pivotal role that student mental health plays in physical health, social connectedness and academic success, and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through the SU Wellness Centre (Room 370, MacEwan Student Centre, Mental Health Services Website) and the Campus Mental Health Strategy website (Mental Health).

   b. **SU Wellness Center**: The Students Union Wellness Centre provides health and wellness support for students including information and counselling on physical health, mental health and nutrition. For more information, see www.ucalgary.ca/wellnesscentre or call 403-210-9355.

   c. **Sexual Violence**: The University of Calgary is committed to fostering a safe, productive learning environment. The Sexual Violence Policy (https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf) is a fundamental element in creating and sustaining a safer campus environment for all community members. We understand that sexual violence can undermine students' academic success and we encourage students who have experienced some form of sexual misconduct to talk to someone about their experience, so they can get the support they need. The Sexual Violence Support Advocate, Carla Bertsch, can provide confidential support and information regarding sexual violence to all members of the university community. Carla can be reached by email (svsa@ucalgary.ca) or phone at 403-220-2208.

   d. **Misconduct**: Academic misconduct (cheating, plagiarism, or any other form) is a very serious offence that will be dealt with rigorously in all cases. A single offence may lead to disciplinary probation or suspension or expulsion. The Faculty of Science follows a zero tolerance policy regarding dishonesty. Please read the sections of the University Calendar under **Section K. Student Misconduct** to inform yourself of definitions, processes and penalties. Examples of academic misconduct may include: submitting or presenting work as if it were the student's own work when it is not; submitting or presenting work in one course which has also been submitted in another course without the instructor's permission; collaborating in whole or in part without prior agreement of the instructor; borrowing experimental values from others without the instructor's approval; falsification/fabrication of experimental values in a report. **These are only examples**.

   e. **Assembly Points**: In case of emergency during class time, be sure to FAMILIARIZE YOURSELF with the information on assembly points.

   f. **Academic Accommodation Policy**: Students needing an accommodation because of a disability or medical condition should contact Student Accessibility Services in accordance with the procedure for accommodations for students with disabilities available at procedure-for-accommodations-for-students-with-disabilities.pdf.

   Students needing an accommodation in relation to their coursework or to fulfill requirements for a graduate degree, based on a protected ground other than disability, should communicate this need, preferably in writing, to the Associate Head of the Department of Chemistry, Dr. Farideh Jalilehvand by email ahugchem@ucalgary.ca or phone 403-220-5353. Religious accommodation requests relating to class, test or exam scheduling or absences must be submitted no later than 14 days prior to the date in question. See **Section E.4** of the University Calendar.

   g. **Safewalk**: Campus Security will escort individuals day or night (See the Campus Safewalk website). Call 403-220-5333 for assistance. Use any campus phone, emergency phone or the yellow phones located at most parking lot pay booths.

   h. **Freedom of Information and Privacy**: This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIPP). Students should identify themselves on all written work by placing their name on the front page and their ID number on each subsequent page. For more information, see Legal Services website.

   i. **Student Union Information**: VP Academic, Phone: 403-220-3911 Email: suvpaca@ucalgary.ca. SU Faculty Rep., Phone: 403-220-3913 Email: sciencerep@su.ucalgary.ca. Student Ombudsman, Email:
j. **Internet and Electronic Device Information:** Unless instructed otherwise, cell phones should be turned off during class. All communication with other individuals via laptop, tablet, smart phone or other device is prohibited during class unless specifically permitted by the instructor. Students that violate this policy may be asked to leave the classroom. Repeated violations may result in a charge of misconduct.

k. **Surveys:** At the University of Calgary, feedback through the Universal Student Ratings of Instruction ([USRI](https://usri.ucalgary.ca)) survey and the Faculty of Science Teaching Feedback form provides valuable information to help with evaluating instruction, enhancing learning and teaching, and selecting courses. Your responses make a difference - please participate in these surveys.

l. **Copyright of Course Materials:** All course materials (including those posted on the course D2L site, a course website, or used in any teaching activity such as (but not limited to) examinations, quizzes, assignments, laboratory manuals, lecture slides or lecture materials and other course notes) are protected by law. These materials are for the sole use of students registered in this course and must not be redistributed. Sharing these materials with anyone else would be a breach of the terms and conditions governing student access to D2L, as well as a violation of the copyright in these materials, and may be pursued as a case of student academic or non-academic misconduct, in addition to any other remedies available at law.

13. **Laboratory Information**

Laboratory activities will begin the week of January 13th 2020. It is mandatory that students wear a laboratory safety coat and safety glasses at all times when working in the laboratory. Students wearing inappropriate attire will not be permitted to conduct experiments for safety reasons. The Chem 353 W20 laboratory manual can be found online (course website). You must consult the online laboratory manual prior to attending any of your scheduled laboratory periods and printout the required portion of the manual that outlines the procedures you will be doing.

Students who previously took Cheem 353 here at the University of Calgary within the last two years can be exempted from repeating the laboratory work of the course if a laboratory grade of 75% or higher was obtained. However, students are still responsible for the laboratory content as it may be covered in other course work (e.g. examinations, assignments). The laboratory grade achieved on the previous attempt will be carried forward. Such students must contact the Chemistry Undergraduate Program Administrator, in the Chemistry Main Office, SA 229 before the drop date (January 23rd, 2020).

**Course Outcomes:**

- Analyze and use the structural and electronic characteristics of the organic species to predict or rationalise properties and reactivity.
- Draw reasonable reaction mechanisms with appropriate curved arrows to account for the step by step bonding changes in organic reactions.
- Design and evaluate feasible syntheses of small organic molecules from simple starting materials.
- Classify molecules as being aromatic, non-aromatic or anti-aromatic to recognise and describe the implications this has on their stability, properties and reactivity.
- Analyse chemical information to determine a reasonable solution to a problem involving the reactions and / or spectroscopic data of organic species.
- Use experimental procedures to safely set-up, perform and clean up reactions that apply standard introductory organic techniques and report the outcomes.
Associate Dean's Approval for out of regular class-time activity