



UNIVERSITY OF CALGARY  
FACULTY OF SCIENCE  
DEPARTMENT OF CHEMISTRY  
COURSE OUTLINE  
WINTER 2016

1. **Course:** Chemistry 351, Organic Chemistry I

Course and Laboratory Coordinator: Dr. Violeta Iosub SA 144C 403-220-8077 [viosub@ucalgary.ca](mailto:viosub@ucalgary.ca)

L01: MWF, 10:00-10:50, SB 103

Co-instructors: Dr. Violeta Iosub, SA 144C, 403-220-8077, [viosub@ucalgary.ca](mailto:viosub@ucalgary.ca), office hours: TBA  
Dr. Wendy Benoit, EEEL 235A, 403-220-3652, [wbenoit@ucalgary.ca](mailto:wbenoit@ucalgary.ca), office hours: TBA

**Tutorials:** SA 204, start the week of Jan 11<sup>th</sup>. **Laboratories:** See your timetable, start the week of Jan 11<sup>th</sup>

Desire 2 Learn (D2L) course name: CHEM 351 L01 - (Winter 2016) – Organic Chemistry I

Course website: <http://www.chem.ucalgary.ca/courses/350/index351-w16.html>

Chemistry Departmental Office: SA 229, 220-5341, [chem.undergrad@ucalgary.ca](mailto:chem.undergrad@ucalgary.ca)

2. **Prerequisites:** CHEM 201 or 211, and 203 or 213.

<http://www.ucalgary.ca/pubs/calendar/current/chemistry.html#6517>

The Faculty of Science policy on prerequisite checking is outlined in [section 3.5.C of the online Calendar](#). Students are responsible to ensure that they meet all pre- and co-requisite requirements, as listed in the Calendar, for each course in which they are registered. Students who do not meet these requirements will be withdrawn from the course.

3. **Grading:** The University policy on grading and related matters is described sections [F.1](#) and [F.2](#) of the online University Calendar. In determining the overall grade in the course the following weights will be used:

e-learning ( <a href="#">clickers</a> , <a href="#">tutorial assignments</a> )	15%
Laboratory	20%
Midterm test	20% (Wed, March 2, 7-9pm)
Final Examination	45% (scheduled by the Registrar)

The marks for each of the course components will be recorded as numerical scores and combined as shown above to arrive at the total numerical score (we don't round) and then be converted to the letter grade that will be reported to the Registrar.

In assigning the final course letter grade, the following scale will be used (e.g. A- starts at 80%, A at 85%):

A+	95	A	85	A-	80	B+	75	B	70	B-	65	C+	60	C	55	C-	50	D+	45	D	40	F
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**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) **Either** a minimum 50% on the Final examination **or** a minimum 50% weighted average on the examinations (MT & FIN) **is required** in order to satisfy the prerequisite requirement (i.e. C-) for further Science courses.
- (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 351 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 on your responses and participation to questions asked in lecture time. If you opt not to use Top Hat then your e-Learning mark automatically comes from the five tutorial assignments.
- (5) Tutorial assignments are written under "exam conditions" (as described in section 7). You will be allowed to use a non-programmable calculator and/or model kit and have access to 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). Breaking these rules will be treated as academic misconduct.
- (7) Students who have taken this course before *may* have the option to opt out of the laboratory component. If a student wishes to exercise this option, they *must* complete the arrangements with the Chemistry Undergraduate Program Coordinator (SA 229) **before 4:30pm Friday, January 22, 2016**.

4. **Missed Components of Term Work:** 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 himself/herself with these regulations. See also [Section E.6](#) 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 the midterm must be reported within 48 hours. In the event that a student misses the midterm due to illness then a medical note will be required. If a student misses the midterm for other reasons, then analogous documentation will be required. The coordinator will need to see the original documentation and keep it (or a copy) for their records. The documentation must be provided to the course coordinator within 15 days of the date of the midterm. Once documentation has been received, the weight of the midterm grade will be moved to the final exam. If no such documentation is provided within 15 days of the midterm date, a grade of zero will be assigned to the midterm.

5. **Scheduled out-of-class activities:**

The CHEM 351 midterm exam will be held on the **EVENING of Wednesday, March 2<sup>nd</sup> 2016, 7:00-9:00pm.**

**REGULARLY SCHEDULED CLASSES HAVE PRECEDENCE OVER ANY OUT-OF-CLASS-TIME-ACTIVITY.**

If you have a conflict with the scheduled Midterm time, please inform the course coordinator and *provide a copy of your schedule* (preferably by email to facilitate a reply) as soon as possible--a minimum of ten days in advance of the midterm date--so that an ALTERNATE examination time can be arranged for you. See note in section 4 about deferred examinations.

6. **Course Materials:** (available from the Bookstore)

**Textbook:** No textbook is required. Links will be provided to the Organic Chemistry etext on the course website. If you wish to purchase a textbook because it better suits your learning approach, then "Organic Chemistry" by Jones and Fleming (Norton publisher) is a good choice for our courses, or you can consult with your instructor.

**Molecular Model Kit:** very strongly recommended (these are an allowed resource in examinations)

**Self-Duplicating Laboratory Notebook:** required for all lab experiments

**Online Course Components:** [Course website](#) (free resource for all students) includes the Organic Chemistry etext and the Online Chemistry 351 Laboratory Manual.

Top Hat classroom response system will be used in class for clicker grades. Class content materials (e.g. slides, practice worksheets, etc.) can be found on the course D2L site.

7. **Examination Policy:** All examinations, tutorial assignments, and laboratory quizzes are closed book. Model kits and non-programmable calculators are allowed but **no other aids** including any "cheat" or "data" materials. Wireless devices and other electronic devices are not allowed. Students should also read the Calendar, [Section G](#), on Examinations.
8. **Approved Mandatory and Optional Course Supplemental Fees:** A list and description of approved optional and mandatory course fees.

The Department of Chemistry has a laboratory glassware breakage fee. At the start of the course, each student is assigned a locker and checks-in to establish that they have a complete set of usable glassware. By signing for check-in, a student agrees that they are now responsible for the glassware until check 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. 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:** In this course, the quality of the student's writing in laboratory reports will be a factor in the evaluation of those reports. See also [Section E.2](#) of the University Calendar.

10. **Human studies statement:** If you agree, your classwork may be used for research purposes. Your responses will remain anonymous and confidential. Data 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. See also [Section E.5](#) of the University Calendar.

#### 11. OTHER IMPORTANT INFORMATION FOR STUDENTS:

- (a) **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.

- (b) **Assembly Points:** In case of emergency during class time, be sure to FAMILIARIZE YOURSELF with the information on [assembly points](#).
- (c) **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 [http://www.ucalgary.ca/policies/files/policies/procedure-for-accommodations-for-students-with-disabilities\\_0.pdf](http://www.ucalgary.ca/policies/files/policies/procedure-for-accommodations-for-students-with-disabilities_0.pdf). Students needing an Accommodation in relation to their coursework or to fulfil 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 Chemistry, Dr. Ashley Causton, by email [ahugchem@ucalgary.ca](mailto:ahugchem@ucalgary.ca) or phone (403) 220-5353.
- (d) **Safewalk:** Campus Security will escort individuals day or night (<http://www.ucalgary.ca/security/safewalk/>). Call 220-5333 for assistance. Use any campus phone, emergency phone or the yellow phones located at most parking lot pay booths.
- (e) **Freedom of Information and Privacy:** This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIPP). As one consequence, 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 also <http://www.ucalgary.ca/secretariat/privacy>.
- (f) **Student Union Information:** VP Academic Phone: 403 220-3911 Email: [suvpaca@ucalgary.ca](mailto:suvpaca@ucalgary.ca)  
SU Faculty Rep. Phone: 403 220-3913 Email: [science1@su.ucalgary.ca](mailto:science1@su.ucalgary.ca), [science2@su.ucalgary.ca](mailto:science2@su.ucalgary.ca) and [science3@su.ucalgary.ca](mailto:science3@su.ucalgary.ca);  
Student Ombuds Office: 403 220-6420 Email [ombuds@ucalgary.ca](mailto:ombuds@ucalgary.ca) <http://ucalgary.ca/provost/students/ombuds>
- (g) **Internet and Electronic Device Information:** You can assume that in all classes that you attend, your cell phone should be turned off unless instructed otherwise. Also, communication with other individuals, via laptop computers, Blackberries or other devices connectable to the Internet is not allowed in class time unless specifically permitted by the instructor. If you violate this policy you may be asked to leave the classroom. Repeated abuse may result in a charge of misconduct.
- (h) **U.S.R.I.:** At the University of Calgary, feedback provided by students through the Universal Student Ratings of Instruction (USRI) survey provides valuable information to help with evaluating instruction, enhancing learning and teaching, and selecting courses ([www.ucalgary.ca/usri](http://www.ucalgary.ca/usri)). Your responses make a difference - please participate in USRI Surveys.

Department Approval: Approved by Department Head

Date: December 11, 2015

Associate Dean's Approval for  
out of regular class-time activity: Approved by Associate Dean

Date: December 22, 2015