

**UNIVERSITY OF CALGARY  
FACULTY OF SCIENCE  
DEPARTMENT OF CHEMISTRY  
COURSE OUTLINE  
SPRING 2017**

**1. Course: CHEMISTRY 353, Organic Chemistry II**

LEC	DAYS	TIME	ROOM	INSTRUCTOR	OFFICE	EMAIL	OFFICE HOURS
L01	MWF	10:00-11:50	ST 147	Dr. Violeta Iosub	SA 144C	<a href="mailto:viosub@ucalgary.ca">viosub@ucalgary.ca</a>	TBA

Course and Laboratory coordinator: Dr. V. Iosub

Tutorial and Laboratories start on **Monday, May 15<sup>th</sup>, 2017**.

Course website: <http://www.chem.ucalgary.ca/courses/351/index353-sp17>

D2L course name: **CHEM 353 L01 - (Spring 2017) - Organic Chemistry II**

Chemistry Departmental Office: SA 229, 403-220-5341, [chem.undergrad@ucalgary.ca](mailto:chem.undergrad@ucalgary.ca)

**2. Prerequisites:** Chemistry 351 (<http://www.ucalgary.ca/pubs/calendar/archives/2015/chemistry.html>)

**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:

Midterm Exam (Tu, June 6th, 5 – 7 pm)	20%	
Final Exam (Final Exam period)	45%	(Scheduled by Registrar)
Laboratory	20%	
e-Learning (Top Hat/tutorial activities)	15%	

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 which will 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:

**Grading Scale:**

**A+ 95 A 85 A- 80 B+ 75 B 70 B- 65 C+ 60 C 55 C- 50 D+ 45 D 40 F**

**Notes:**

- (1) A minimum 50% on the laboratory **is required** to achieve 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** to achieve 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 component or the examinations, then the *maximum* grade they can obtain in Chem 353 is a D+.
- (4) In any written work, the quality of the writing (language, spelling, grammar *etc.*) will be [evaluated](#).
- (5) 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 (TH) mark. The TH mark is based on your responses and participation (equally weighted) to questions asked using the Top Hat system. If you opt not to use TH then your eLearning mark automatically comes from the five tutorial assignments.

- (6) Tutorial assignments are written under “exam conditions”. 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 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 contact the Chemistry Undergraduate Program Coordinator (SA 229) *before* 4:30 pm, Friday, May 19<sup>th</sup>, 2017.

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. There are **no** deferred midterm examinations.

If a student misses the midterm or any course work due to illness then an official medical note will be required. Absences must be reported **within 48 hrs**. If a student misses the midterm for other reasons, then analogous documentation will be required. The course coordinator will need to see the original documentation (not electronic copy) for review/decision 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 in order for an excused absence to be considered. If an excused absence is approved, then the percentage weight of a legitimately missed midterm examination will be pro-rated among the remaining components of the course (see Section E.3 of the University Calendar). If no documentation is provided within the required time frame, then a grade of zero will be assigned to the midterm.

For missed laboratory work, see the 'Laboratory' section of Chem 353 website.

For missed CAL assignments, see the 'CAL assignments' section of Chem 353 website.

5. **Scheduled out-of-class activities:** The **midterm** will be held on **TUESDAY, June 6<sup>th</sup>, 5:00 - 7:00 pm**.

**REGULARLY SCHEDULED CLASSES HAVE PRECEDENCE OVER ANY OUT-OF-CLASS-TIME-ACTIVITY.** If you have a conflict with this out-of-class-time-activity, please send an e-mail to your instructor by Friday, June 2<sup>nd</sup>, 2017, so that alternative arrangements may be made for you.

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

**Textbook:** No textbook is required. We provide links to the Organic Chemistry e-text on the course website. If you wish to purchase a textbook as it best suits your studying habits, 'Organic Chemistry' by Jones (Norton publisher) is a good choice; for alternatives ask your instructor.

**Molecular Models:** *very strongly* recommended (they are an allowed resource in examinations).  
Chemistry 353, Laboratory Manual (free, online from the course website).

A self-duplicating Laboratory Notebook (required).

Top Hat account (available from Top Hat, free for UofC students)

7. **Examination Policy:** The University policies around examinations and tests are described in the Calendar, section G.

**Exam conditions:** All examinations, tutorial assignments, laboratory quizzes, *etc.* are closed book. Model kits and non-programmable calculators are allowed, a periodic table and spectroscopy data tables will be provided when required. **No other aids**, including “cheat” sheet or “data” materials, wireless or electronic devices are allowed.

Students should also read the Calendar, [Section G](#), on Examinations.

In Spring 2017, as part of a pilot program, Chem 353 will provide a **supplemental examination** option for eligible students. Supplemental examinations provide some students who have earned a D+ or lower overall with an additional opportunity to demonstrate prerequisite competence and earn a "C-" grade in the course so that it can be used as a prerequisite. Further details on the Faculty of Science regulations and fee for supplemental examinations are found in the Faculty of Science area on the Calendar in [section 3.6C](#)

## 8. Approved Mandatory and Optional Course Supplemental 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 checkin, 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:** e.g. "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:** With your consent, your coursework may be used for educational research purposes once the course is over. Individual responses will remain anonymous and confidential. Grouped data will 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 course instructors until after final grades are submitted. More information will be provided at the time student participation is requested. See Section [E.5](#) of the University Calendar.

11. **Reappraisal of Grades:** 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:** A student who feels that a piece of graded term work (term paper, essay, test, etc.) has been unfairly graded, may have the work re-graded. The student shall discuss the work with the Instructor **within 15 days** of either being notified about the mark, or of the item's return to the class. If not satisfied, the student shall immediately submit the *Reappraisal of Term work Grade form* to the Associate Head of Chemistry, Dr. Farideh Jalilehvand ([ahugchem@ucalgary.ca](mailto:ahugchem@ucalgary.ca)), who will arrange for a reassessment of the work if, and only if, the student's argument is valid. *Note:* Students should attempt to present their rationale as effectively and as fully as possible. Mere dissatisfaction with a decision is not sufficient grounds for the appeal of a grade, or other academic decision. See sections [I.1](#) and [I.2](#) of the University Calendar.

(b) **Final Exam:** A student wishing a reappraisal of the final grade should contact the instructor. If not satisfied, the student shall submit the request to the Enrolment Services. See [Section I.3](#) of the University Calendar

12. **Laboratory Safety Course:** All undergraduate students taking chemistry laboratories are required to complete an introductory course (approx. 50 minutes) on laboratory safety. This course is presented in an online format. The Safety Course must be completed before the first laboratory experiment. Students who do not complete the safety lessons will subsequently be denied admission to the laboratories. While it will not count directly to the final grade, the material is considered to be part of the course and is therefore appropriate for inclusion into laboratory pre-labs and exams. Students who have previously completed the Chemistry Safety Course at the University of Calgary in the past three years are NOT required to repeat it.

## 13. 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 Section K - Student Misconduct of the University Calendar to inform yourself of definitions, processes and penalties. Examples of academic misconduct include but not limited to: 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 knowledge; borrowing experimental values from others without the instructor's approval; falsification/ fabrication of experimental values in a lab report; copying materials from written or electronic resources; **non-authorized recording of lectures**. Please read the sections of the University Calendar under [Section K](#).

- (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-foraccommodations-for-students-with-disabilities\\_0.pdf](http://www.ucalgary.ca/policies/files/policies/procedure-foraccommodations-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. Farideh Jalilehvand, by email [ahugchem@ucalgary.ca](mailto: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: <http://www.ucalgary.ca/pubs/calendar/current/e-4.html>
- (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: May 10, 2017

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

Date: May 10, 2017