



UNIVERSITY OF CALGARY

DEPARTMENT OF CHEMISTRY COURSE INFORMATION SHEET WINTER 2015

1. Course: CHEMISTRY 353 – ORGANIC CHEMISTRY I

Course and Laboratory Coordinator : Dr. I.R. Hunt SA 144G tel: 403-220-6430 irhunt@ucalgary.ca

Lectures / Instructors:

LEC	DAYS	TIME	ROOM	INSTRUCTOR	OFFICE	PHONE	EMAIL	OFFICE HOURS
L01	MWF	9:00-9:50	SB 103	Dr. I.R. Hunt	SA 144G	220-6430	irhunt@ucalgary.ca	Open door
L02	MWF	10:00-10:50	CHC 119	Dr. C.-C. Ling	SB 235	220-2768	ccling@ucalgary.ca	TBA

Tutorials: SA 204. **Start the week of Jan. 12th.** **Laboratories:** See your timetable, **start the week Jan. 12th.**

Course website: <http://www.chem.ucalgary.ca/courses/351/index353-w15.html>

D2L course name: CHEM 353 L01 and L02 (Winter 2015)

Chemistry Departmental Office: SA 229 403-220-5341, chem.undergrad@ucalgary.ca

2. Prerequisites: Chemistry 351.

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 **Students who do not meet these requirements will be withdrawn from the course.**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 in sections [F1](#) and [F2](#) of the online Calendar. In determining the overall grade in the course, the following weights will be used:

Midterm Exam (Tue March 3rd, 7-9pm)	20%	
Final Exam (Final exam period)	45%	(Scheduled by Registrar)
Laboratory	20%	
E-Learning (clickers / tutorial assignments)	15%	
Total	100%	

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 the student 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 on your responses and participation to questions asked during the 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 below). 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 at the University of Calgary *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 23rd 2015.
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 themselves 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.

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 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 15 days of the date of the midterm in order for an excused absence to be awarded and the midterm course marks transferred to the Final examination. If no such documentation is provided within this time frame then a grade of zero will be assigned to the midterm.

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

Any regularly scheduled **University of Calgary** classes have precedence over any out-of-class-time activity.

The **CHEM 353 MIDTERM** will be held on the **EVENING of TUE MAR 3rd 2015, 7:00-9:00pm**.

If you have a conflict with the scheduled Chem 353 Midterm time, please inform the course coordinator and provide a copy of your schedule (preferably by email to facilitate a reply etc.) as soon as possible BUT 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.

If another class has an out of class course activity, such as a midterm, that conflicts with any part of your Chem 353 (lecture, laboratory or tutorial) then **they are required** to make alternate arrangements that fit your schedule so you must contact that course coordinator for them to make those required alternate arrangements.

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

M. Jones, S.A. Fleming, "Organic Chemistry", Norton 4th ed. 2010 or 5th ed. 2014

M. Jones and Gingrich, "Study Guide / Solutions Manual for Organic Chemistry", Norton 4th ed. 2010 or 5th ed. 2014.

Molecular Models: *very strongly* recommended (they are an allowed resource in examinations).

Chemistry 353 Laboratory Manual (online from the [course website](#)).

A self-duplicating Laboratory Notebook

Top Hat account (*available* from Top Hat, see [course website](#) for more details, free for UofC students)

7. **Examination Policy:** The University policies around examinations and tests are described in the Calendar [section G](#) on examinations.

"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 if required. **No other aids** including any form of "cheat" or "data" materials are allowed. Wireless devices and other electronic devices are not allowed.

Both the MT and the Final examinations are common to all sections, *i.e.* students in L01 & L02 write the same examinations. Both of 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.

- 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 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.

We keep the original signed form until the end of the course. This is like any rental agreement.... if you rent a car, you check it over before you take it because you know you will have to pay for any damage that occurs while it is in your possession..... you are renting the laboratory equipment from us for the duration of the semester, except there is no charge unless you break or misplace your equipment.

- 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.

OTHER IMPORTANT INFORMATION FOR STUDENTS:

- (a) 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 with documentable disabilities are referred to the following links: [Calendar entry on students with disabilities](#) and [Student Accessibility Services](#).
- (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 (FOIPPA). 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: 220-3911 Email: suvpaca@ucalgary.ca.
SU Faculty Rep. Email: science1@su.ucalgary.ca; science2@su.ucalgary.ca; science3@su.ucalgary.ca; [Student Ombuds Office](#)
- (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)** 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). Your responses make a difference - please participate in USRI Surveys.

Department Approval: Approved by Department Head

Date: Jan 1, 2015

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

Date: Jan 5, 2015