UNIVERSITY OF OKLAHOMA  
College of Arts and Sciences  
Department of Chemistry & Biochemistry  
SYLLABUS: Organic Chemistry I: CHEM 3053 HONORS  
Fall 2012

I. COURSE:  
CHEM 3053.003: TR 10:30-11:45 p.m. and F 1:30 – 3:30, PHSC 120  
Prerequisite: CHEM 1415 or CHEM 1425

II. INSTRUCTOR INFORMATION

<table>
<thead>
<tr>
<th>Professor:</th>
<th>Dr. Donna J. Nelson</th>
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<tr>
<td>Office:</td>
<td>SLSRC 2210</td>
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<tr>
<td>Telephone:</td>
<td>(405) 325-2288</td>
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<td>E-mail:</td>
<td><a href="mailto:djnelson@ou.edu">djnelson@ou.edu</a></td>
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<tr>
<td>Web Site:</td>
<td><a href="http://faculty-staff.ou.edu/N/Donna_J_Nelson-1/">http://faculty-staff.ou.edu/N/Donna_J_Nelson-1/</a></td>
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<tr>
<td>Desire2Learn</td>
<td><a href="https://learn.ou.edu/index.asp">https://learn.ou.edu/index.asp</a></td>
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<td>Office Hours:</td>
<td>SLSRC 2210 TR 1:30 – 3:30</td>
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<td>Final:</td>
<td>Wed, 12Dec, 8-10am, PHSC 120</td>
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<td>Action Center</td>
<td>TBA</td>
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III. TEXTBOOK AND OTHER MATERIALS:


Other: Saplinglearning.com access for Online Assignments; Molecular model kit
Your final will be an ACS Standardized Exam, which is comprehensive over CHEM 3053 only. Appropriate questions from the 1964 ACS Standardized Exam (w/answers) can be used to practice for this final exam; it is in many campus test files and will be put on reserve in Bizzell Library for your access at no cost.

IV. COURSE DESCRIPTION:
The course covers fundamental concepts of organic structure and reactions of the principal functional groups. Reaction mechanisms. This course is the first of a two-semester sequence in organic chemistry and will contain the basic structure, concepts, and reactions of organic chemistry. Appropriate selections from the subject material will be chosen to give an understanding of biochemistry and organic chemistry in everyday life.

V. OBJECTIVES:
The overall objective is for students to master nomenclature, structure, synthesis, and reactions of principal classes of organic compounds. The secondary objectives are to increase students’ knowledge of the involvement of organic chemistry in everyday life, prepare students for biochemistry and upper level organic courses, and involve the students in critical thinking exercises through course assignments.

VI. EVALUATION:

<table>
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<tr>
<th>Grading:</th>
<th>Component</th>
<th>points</th>
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</thead>
<tbody>
<tr>
<td>Hourly exam 1</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>Hourly exam 2</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>Class participation</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>Final Exam</td>
<td></td>
<td>200</td>
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<tr>
<td>Total maximum points</td>
<td></td>
<td>500</td>
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</tbody>
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**TENTATIVE Dates**
TBA, in class, Chapters 1-5
TBA, in class, Chapters 6-10
daily assignments
Dec 12, Wed, 8-10am, ACS standardized exam, Org1
The course grade will be determined by the average of exam grades, class participation, and Final Exam. The final letter grade for the course will be: A ≥ 90%, B = 89-80%, C = 79-70%, D = 69-60%, F = <60%.

Exams:
Each hourly exam will be 100-points, 75 minutes long, and given at the beginning of class. They can be a mixture of multiple-choice and free response questions (short answer, essay, mechanism...). The instructor reserves the right to give exams that are composed of all multiple choice or all free response questions, although a typical format for Honors courses exams is approximately 50%-50%.

The final exam will count as two exams (200 points) and will be a comprehensive exam over the whole semester. It will be a two-hour exam and therefore will be approximately twice the length of a regular semester exam.

It is very important that each student arrive on time on exam days. Every effort will be made by the instructor to distribute the exam materials in a timely fashion. Students that arrive to take the exam after the first student has turned in the exam and left the exam room will not be allowed to take the exam. The late arrival to an exam shall be treated as an unexcused absence to an exam and the student shall receive a grade of zero, 0, for the exam.

During an exam, it may be necessary to re-seat a student if there appears to be a security problem. If multiple students appear to be looking at an innocent student’s exam, it may be necessary to re-seat all students, including the innocent one.

Dr. Nelson does not represent proctors or assistants as necessarily knowledgeable about organic chemistry; any information obtained from a proctor or assistant during an exam is used at the student's own risk.

It is very important to write one's name on assignments and to bubble in one's name on the scantron. If both are not done, then you will receive a zero (0) for that exam/assignment. Also, there may multiple versions of the exams, so it is essential for you to bubble in the form number on your scantron. If you do not bubble in your exam form number on your scantron, your grade will be reduced by 20%.

Online Assignments:
Online assignments will be questions similar to the text practice problems. They are through saplinglearning.com (instructions for registering on saplinglearning.com will be sent by e-mail). It is recommended that students work through the practice problems in the text before attempting online assignments. Review the section of the text related to a question in the online assignment after you miss the first attempt on that question. The Online Assignments are important to learning the material in the course. The instant feedback of the system can have a positive impact on learning and retention.

Reading and Problems:
The reading and problem assignments that will be assigned in class or on the website should be completed before the next class meeting. Failure to stay current on reading and problem assignments will greatly affect your ability to keep up during lecture and will have a deleterious effect on your grade in this course.

Problems in the textbook which correspond to the sections of the textbook covered in class. Working ALL problems based on material covered in class is recommended. If you have difficulty with them, ask to see these worked during Student Action Center office hours.

Grade Adjustments:
There is no curve guaranteed in this course. The instructor reserves the right to make adjustments to exam grades in cases were an exam question was found to be in error or unreasonably difficult, and for other reasons at the instructor's discretion. Adjustments will not be made to increase the average on an exam.

The instructor will round all averages to two significant figures (69.5 will round to 70 and 69.4 will round to 69) in order to determine the student's letter grade in the course (70 = C, 69 = D).
Malfunction, error, and/or incomplete materials or capability from one or more of the resources upon which the grades are based is a possibility. Any resulting adjustment to the grade of an individual or the whole class will be the decision of Dr. Nelson alone. Dr. Nelson may apply a curve in the grades of any or all of the following: one or more hourly exams, class participation, final exam, final course grades. Her determination of what is fair for any individual(s) and for the class as a whole will be implemented.

Dr. Nelson will omit any course grade contributor, if she becomes convinced that its integrity has been compromised.

VII. GENERAL POLICIES:
Attendance Policy:
Attending every lecture is highly recommended and expected. Research indicates that, of the activities in normal undertaken in a course, attending class has the highest correlation to success in a course. Attendance will be taken and will not be used as part of your participation grade. Not attending class will have an indirect negative effect on your grade, which can often be very significant. There will not be assigned seating in the lecture, but students are expected to sit next to their study group partners to facilitate communication during problem-solving sessions in class.

Make-up Policy:
Exams: No make-up Exam will be offered. If a student misses an exam for a University-sponsored or legally required activity, the instructor will use the Final Exam to replace the exam missed. Since the Final Exam is comprehensive, it will test the same material that the student had not been evaluated on due to missing the exam.

Examples of the Provost-approved university-sponsored activities are scholarly competitions, fine arts performances, and academic field trips. Examples of legally required activities are emergency military service and jury duty. The instructor also reserves the right to excuse an absence to an exam in cases of immediate medical emergencies and family deaths.

Students who miss an Exam and do not have an excused absence as stated above will receive a zero, 0, for that Exam.

The following are not reasons for an excused absence for an Exam: Over sleeping, Transportation difficulties, Scheduled doctors/dentist appointments, Arguments with significant others the night before an exam, Being assigned to work by your employer (nonmilitary) during the exam, Non-emergency medical concerns, Routine medical care of family or friends, Routine/Emergency veterinary care of pets/livestock, “Ex tenuating circumstances”, Adverse affects of over the counter medications, Over consumption of alcohol, Lack of sleep the night before an exam due to studying for the exam, Vacations with family or friends, or trips to visit/interview graduate/medical schools.

Class Conduct:
All students are expected to follow proper classroom behavior and treat other students and the instructor with respect. If the instructor deems a student’s actions or behavior disruptive to the class, the student will be asked to leave the class for that day.

Cellular phones must be turned off in class. Ringing/vibrating phones are disruptive to the class and you will be asked to leave the class, if you forget to turn off your phone. Texting is also disruptive to the class and the instructor. If you text in class, you will be asked to leave the class for that day.

Extra-credit:
The Professor reserves the right to give extra credit. If the Professor chooses to provide extra credit, all students will be given an equal opportunity for credit and it will most likely be based on performance in the course. Please take full advantage of your time in and out of class, as well as staying up to date on all reading and problem assignments. Performing well on the assignments and exams will negate the need for extra-credit.

Optional Instructional Materials and Study Aides:
Obtaining and using optional instructional materials and study aides is the sole responsibility of the student. The instructor will do her best to inform all students of optional instructional material and possible study aides, but does not assume the responsibility for informing the student's of every possible study aid, making these available to all students, or insuring that the students use optional instructional materials or study aides.
Some of the possible optional instructional materials and study aides that may be available may include, but is not limited to: study guides for the text, solution manuals for the text, alternative texts in the library, old notes from previous semesters, old exams from previous semesters, flash cards, computer software, course summaries/ outlines, online resources, UOSA tutors, and knowledgeable family or friends. It should also be noted that courses often change over time and materials from a previous semester may be different from the materials and content of the present semester.

Use of Electronic Devices during Exam:
Any use of an electronic device (calculator, iPod, Cell Phone, MP3 player, computer...) during an exam is strictly prohibited. Any use of such a device will be considered an attempt to cheat on the exam and will result in a grade of 0 on the exam, although more severe actions may be considered.

Academic Integrity and Honesty:
All students are expected to conform to college-level standards of ethics, academic integrity, and academic honesty. By enrolling in this course, you agree to be bound by the Academic Misconduct Code published in The University of Oklahoma Student Code (www.ou.edu/studentcode/OUStudentCode.pdf). For further clarification please see: www.ou.edu/provost/integrity-rights/.

All members of the community recognize the necessity of being honest with themselves and others. Cheating in class, plagiarizing, lying, and employing other modes of deceit diminish the integrity of the educational experience. None of these should happen. The need for honest relations among all members of the community is essential.

Accommodations:
Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact me personally as soon as possible so we can discuss accommodations necessary to ensure full participation and facilitate your educational opportunities. Students requiring academic accommodation should contact the Office of Disability Services for assistance at (405) 325-3852 or TDD: (405) 325-4173. For more information please see the Office of Disability Services website http://www.sa.ou.edu/ods/index.html.

Emergency Contact:
In case of family or medical emergencies, students can leave a message on the instructor’s voicemail (405-325-2288) or by e-mail (djinelson@ou.edu). Once the emergency has passed, the student is expected to meet with the instructor to confirm the emergency through documentation and discuss what material and assignments the student has missed and what steps help the student catch up.

Changes in the Syllabus:
As the course develops, it may be desirable and necessary to make appropriate changes in any aspect of this syllabus. I reserve the right to do so.

VIII. Expectations and tips
Teacher Expectations: (I expect you to)
• Attend class and be engaged.
• Study at least 3 hours outside of class for every hour of class
• Keep up with reading and end of chapter problems.
• Accept responsibility for your learning.
Student Expectations: (You can expect me to)
• Challenge you to think about and understand the material in this course.
• Encourage you to learn the material in this course and become a lifelong learner.
• Be available for office hours and return e-mails in a timely fashion.
• Engage you in the lecture, office hours, and Action Center.

Remaining in this class indicates that you accept the terms outlined in this syllabus.