



## Walters State Community College Course Syllabus

### Course Information

**Course Number and Name:** CHEM 2011 Organic Chemistry I Lab

**Section ID:** 80876.202380

**Semester and Year:** Fall 2023

**Credit Hours:** 1

**Start Date:** August 21, 2023

**End Date:** December 08, 2023

**Course Format:** HYB - Hybrid (Web-Assisted Classes)

**Catalog Course Description:** Chemistry 2011 is an introductory sequence course in organic chemistry that considers the occurrences, structure, properties, and uses of the more important classes of organic compounds with laboratory experiments and exercises that correspond to lecture material in CHEM 2010. Corequisite: CHEM 2010. **F**

**Meeting Details:** R; 01:20PM - 04:05PM; NSCI 214

**Course Drop Deadline:** October 27, 2023

### Instructor Information

**Name:** Matthew Smith

**Office Location:** NSCI 124

**Office Hours:** Office hours posted in eLearn

**Office Phone:** 423-585-6881

**Email:** Matthew.Smith@ws.edu

**Supervisor Name:** Dr. Amy Ross, Interim Vice President of Academic Affairs

**Supervisor Phone:** 423-585-6933

**Secretary Name:** Sherry Woody

**Secretary Phone:** 423-585-6865

### Required Textbook(s) and Materials

Organic Chemistry Lab Experiments

**Authors:** Developed by professor

**Additional Information**

Lab materials will be provided through eLearn.

## Supplemental or Optional Materials

The Organic Chem Lab Survival Manual, 9<sup>th</sup> ed. by James W. Zubrick

## Student Learning Outcomes/Objectives

- Experiments that correlate with CHEM 2010 learning outcomes and fundamental laboratory techniques will be selected from the following list:

Lab Safety

Melting Point

Simple Distillation

Fractional Distillation

Extraction

Thin Layer Chromatography

Column (Flash) Chromatography

Gas Chromatography

Optical Rotation

High Performance Liquid Chromatography

Recrystallization

Synthesis of a cyclohexene

\*Please remember that this list may be added to or altered so that the laboratories coincide with lecture as best as possible.

- The course is designed around the same learning objectives listed for the lecture course, CHEM 2010. Interactive laboratory activities that relate to and reinforce these student learning outcomes will be performed and students will acquire the skills needed for advanced

laboratory work in chemistry, related disciplines, or the chemical industry by demonstrating competencies in the following areas:

1. Laboratory Techniques	Simple distillation, fractional distillation, flash distillation, vacuum distillation, steam distillation, recrystallization, vacuum filtration, liquid extraction, solvent drying, column chromatography, thin layer chromatography, gas chromatography, high performance liquid chromatography, infrared spectroscopy, basic synthetic skills and melting point determination.
2. Paper-Work	Maintaining a record of laboratory experiments and results, reading MSDS documents, familiarization with the WSCC Chemical Hygiene Plan, using the common handbooks of organic chemicals.

## Instructional Approach and Methods

1. Introductory lecture and demonstration
2. Student Experimentation/Reporting
3. Quizzes/Assignments

## Assessment, Evaluation and Testing Procedures

1. Quizzes/Assignments	40%
2. Experiments	60%

Assignments and exams may be given in class or online via d2L/eLearn. For those administered online through d2L/eLearn, students may be required to use a virtual proctoring program like Respondus Lockdown Browser with Monitor. Students will be provided specific testing procedure and assignment completion information directly from the instructor.

## Grading Scale

A	90 - 100%
B	80 - 89%
C	70 - 79%

D	60 - 69%
F	Below 60%

## Assignments

As listed in eLearn.

## Class Participation

Attendance is essential to your success. You are required to attend each laboratory session in its entirety; failure to do so without an acceptable excuse will result in a zero for that laboratory unless a make-up lab is granted.

Your instructor will discuss his/her specific laboratory make-up policy for an absence on the first day of class. In most cases the policy is only **ONE** make-up laboratory for an unexcused absence for the term. Other missed laboratory periods that are not accompanied with a documented excuse will result in a "0" for those laboratories. For **unexcused** absences the following will result:

1. one missing lab/quiz/assignment - maximum grade of "B" is possible for the course.
2. two missing lab/quizzes/assignments – maximum grade of "C" is possible for the course.
3. three or more missing labs/quizzes/assignments – fail the course.
4. failure to take the lab final will result in a failure of the course.

## Course and Class Policies/Procedures

STAY AWAKE IN CLASS. Your mere presence in class is not sufficient—you must be able to actively process the information presented! Sleeping in class is disruptive in two ways: the student who is snoozing is not interested and not participating in the classroom discussion; secondly, sleeping in class is considered to be disrespectful to the teacher and other students. The penalty for sleeping in class may range from the student being requested to leave the class with a following conference with the instructor, to notification of the Vice-President of Academic Affairs (in the cases of habitual sleepers). If you have a medical condition that prevents you from staying awake in class, please discuss this with the instructor.

CLASSROOM COURTESY. Being in a college environment it is **expected** that classroom courtesy will be given to your instructor and classmates in limiting unnecessary talking and communication during class lecture or student presentation. An academic misconduct form will be completed and filed for those who have difficulty following this policy and disrupt class.

### Safety:

A complete list of safety rules and procedures is available to each student in eLearn. However, here are a few guidelines for the first laboratory meeting.

1. There will be **NO food, drink or tobacco products in the laboratory.**
2. **NO opened-toe shoes** can be worn during lab. You will not be allowed to stay in the laboratory if the lab exercise uses any sort of glassware or chemicals.
3. **NO purses, bags or coats** on top of the student tables.
4. **NO visitors in the laboratory without prior approval of the instructor.**

### Your Right to Know:

Tennessee Law requires that you are provided notice that some of the laboratory exercises involve contact with chemicals which have been identified with potential health hazards. These chemicals include, but are not limited to: acetone, chloroform, formalin, acids and bases. While every effort has been made to make the materials as safe as possible these chemicals are toxic and you must be responsible for their safe handling. If **you** feel you may be at a higher risk than normal, if pregnant for example, we recommend you consult your physician.

## Additional Course Requirements/Details/Information

This laboratory is listed as a **HYBRID** section. For this course, students should expect the following:

1. The majority of the lab experiments will be in-person.
2. Students will be divided into smaller groups and assigned specific Thursdays to attend. During this time students will complete 1-2 lab exercises. A tentative schedule is posted in eLearn and will be updated as necessary.
3. Students who are in a group that is not scheduled to attend a particular Thursday should use that time to complete lab reports or any online assignments. Students may arrange to attend lab periods which they were not scheduled to attend for make-up work.
4. Laboratory exams will be given in an online format through eLearn.
5. Should a student be impacted by COVID, some other illness, or some other extenuating circumstance, please work with the instructor to make necessary arrangements and plans for completing the required work.

# Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions). Plagiarism includes, but is not limited to the following:
  - a. Using cut/paste tool from original document with no references given.
  - b. Copying another student's work and submitting it as one's own.
  - c. Forging or otherwise altering signatures.
  - d. Giving or falsifying academic documents or materials.
2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
  - a. Utilizing old tests, projects, notes or written papers.
  - b. Providing unauthorized information to a fellow student about exam content.
  - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
  - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
  - e. Consulting with a classmate or others when taking a computerized test.
  - f. Disregarding other specific policies and procedures outlined for a particular class.
  - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
  - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

# Student Resources

## TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

[Walters State English Learning Lab \(opens in new window\)](https://www.walters.edu/academics/humanities/writing-lab)  
[ws.edu/academics/humanities/writing-lab](https://www.walters.edu/academics/humanities/writing-lab)

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](https://www.walters.edu/academics/mathematics/learning-lab)  
[ws.edu/academics/mathematics/learning-lab](https://www.walters.edu/academics/mathematics/learning-lab)

## TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\)](https://www.walters.edu/helpdesk)  
[helpdesk.ws.edu](https://www.walters.edu/helpdesk)

## STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\)](https://www.walters.edu/student-services/disability/)  
[ws.edu/student-services/disability/](https://www.walters.edu/student-services/disability/)

## SUICIDE PREVENTION STATEMENT

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

## College Policies

### **STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT**

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog \(opens in new window\)](https://catalog.ws.edu/)  
[catalog.ws.edu/](https://catalog.ws.edu/)

[Walters State Timetable of Classes \(opens in new window\)](https://ws.edu/admissions/registration/)  
[ws.edu/admissions/registration/](https://ws.edu/admissions/registration/)

### **PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS**

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

### **COURSE GROUND RULES**



- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.
- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

## **FINANCIAL AID**

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

## **CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY**

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](http://ws.edu/home/)  
[ws.edu/home/](http://ws.edu/home/)

[Walters State Facebook page \(opens in new window\)](#)

<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](#)

<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](#)

[ws.edu/set/](https://ws.edu/set/)

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

## **LEARNING MANAGEMENT SYSTEM**

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#)

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#)