

**Administrative Information**

The professor for this course is Darren L. Williams, Ph.D.

Office: CFS 317G

Phone: (936)294-1529

Email: williams@shsu.edu.

Office hours are 10 to 11 AM, MWF, Monday at 4 PM by appointment and Tuesday morning at 7:30 AM by appointment.

Consult the online schedule ([http://www.shsu.edu/~chm\\_dlw/schedule.htm](http://www.shsu.edu/~chm_dlw/schedule.htm)) to view other available appointment times. Email is the preferred method for making appointments.

Required Textbook: Chemistry: The Central Science 10<sup>th</sup> Edition, Brown, Lemay & Bursten, Prentice Hall (ISBN:0131096869)

Only the TI-30 series calculator will be allowed to be used for the exams in this course. No cellphones, PDAs, or programmable calculators will be allowed.

**Course Description**

This course is for chemistry and other science majors.

**Course Objectives**

To gain factual knowledge (terminology, classifications, methods, trends). (IDEA Objective #1)

To learn fundamental principles, generalizations, or theories. (IDEA Objective #2)

**Grading Scheme**

The numerical average will be computed according to the weighting factors in the table below.

Item	Weight
Attendance	5%
Homework	10%
Exams	85%

Specific letter grade cut-off values are not predetermined because of the semester-by-semester variation of exams, classes, and circumstances.

To determine the course letter grade, the student's numerical average will be compared to course requirements, to peer performance, and to the definitions set forth in the University Catalog (<http://www.shsu.edu/catalog/scholasticrequirements.html>) where average performance is a minimum of a C letter grade.

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*THE FOLLOWING IS NOT BINDING, but is provided as a service to the student for midterm grade evaluation. The class average is typically in the 60 to 70% range. This often causes anxiety over grades. In an effort to reduce this anxiety, Dr. Williams will post percentile ranks in the gradebook. A rule of thumb analysis of percentile ranks and letter grades is as follows:*

<i>Percentile Rank</i>	<i>Letter Grade</i>
<i>90% and above</i>	<i>A</i>
<i>70% to 90%</i>	<i>B</i>
<i>40% to 70%</i>	<i>C</i>
<i>30% to 40%</i>	<i>D</i>
<i>0% to 30%</i>	<i>F</i>

*This will allow the student to make an informed decision related to the two drop dates in the semester.*

- 1. The 12th class day (09/05/2007) is the last day to drop with a full refund.*
  - 2. The last day to drop without receiving an F is 10/10/2007.*
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### **Attendance Policy**

In accord with university policy, students will not be penalized for absences of up to three hours as long as examinations and other assigned work have not been missed. Beyond that, the student will lose one-fifth of their attendance score for each absence. See the table below for an explanation of the attendance score.

The student is responsible for signing the roster at the beginning of each class period.

**Forgetting to sign the roster is equivalent to an absence.**

Number of Absences	Attendance Score
1 to 3	100%
4	80%
5	60%
6	40%
7	20%
8 or more	0%

### **Homework Assignments**

Homework assignments will be entered on the Blackboard Learning System in the form of multiple-choice online tests. Printable copies of these homework tests can be downloaded and worked at home. Then, the student can log into Blackboard and enter their answers on the online test. Students can repeat the test 2 times, so a 100% is possible for all students if they are careful in their work.

The student **MUST** check their grades on the Blackboard system a few minutes after each homework test to ensure that a lock does not remain in the grade book.

A lock appears in the grade book while the student is taking the homework test. **It will remain in the grade book if a homework test is copied, printed, canceled, or screen-captured.** If locks are still present in the grade book after the due date, the homework grade will be a ZERO.

If a lock remains in the grade book incorrectly, email Dr. Williams as soon as possible to reset the homework attempt. Start the homework early, and get a grade into the grade book. If you do not start early, and have trouble on the due date, you will still receive a zero. If you don't look at the grade book until after the due date, you will still receive a zero. **Yes, this penalizes procrastination.**

The grade book in Blackboard will be updated after each exam. At that time, Dr. Williams will change all homework locks to zeros.

### **Exams**

All exams will utilize the Scantron form 882-E. The exam problems are very similar to the homework problems.

Exams will be more or less equally spaced throughout the semester.

The scantrons will remain the property of SHSU as a record of student performance. The students are encouraged to make appointments where they may compare their exams to the key.

Dr. Williams does not give make-up examinations. In the unfortunate case, where a student misses an exam, Dr. Williams will discuss possible remedies with the student provided that all the following conditions are met:

1. The student was absent on the exam date.
2. The student telephoned in advance or left a voice mail message or email message alerting Dr. Williams to their absence along with a description of why they are to miss the exam. (All information will be kept in strict confidence.)

Dr. Williams reserves the right to modify the grading scheme such that the final exam may compensate for the missed exam course percentage. Dr. Williams also reserves the right to assign an exam grade of 0% should he deem the absence was not properly handled or was unjustified. Appeals will be handled in accord with University Policy Statement 900823, Academic Grievance Procedures for Students.

The final comprehensive examination will occur according to the final exam schedule that will be posted on the university website shsu.edu.

The final exam will be weighted equally with the other exams in computing the exam average.

### **Classroom Rules of Conduct**

Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university. This includes text messaging!

Cell phones and pagers must be turned off before class begins.

Students who are making offensive remarks, reading newspapers, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction will be asked to leave class. Students who are especially disruptive also may be reported to the Dean of Students for disciplinary action in accordance with university policy.

### **Americans with Disabilities Act**

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If a student has a disability that may adversely affect the student's work in this class, then he or she should register with the SHSU Counseling Center. All disclosures of disabilities will be kept strictly confidential. No accommodation can be made until the student registers with the Counseling Center.

### **Academic Dishonesty**

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. This is especially important when a student takes an exam at a time different from the rest of the class.

Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion, and the abuse of resource materials.

If it is obvious that a homework assignment or laboratory report is a copy of another student's work, BOTH copies will receive a grade of 0%, and BOTH students will be on notice that they will be reported for scholastic dishonesty should they be involved in any questionable work in the future.

Dr. Williams reserves the right to ask for an oral explanation of work submitted to determine if the student actually performed the work. This should not be construed as an accusation of academic dishonesty. It is merely a tool to ensure that student's are able to explain their work to their supervisors. Only in cases where the student cannot demonstrate the most basic explanation of what they submitted as their original work will there be any question of dishonesty. Warnings, loss of points, or university disciplinary actions will be issued.

### **Visitor Policy**

Unannounced visitors to class must not present a disruption to the class by their attendance. If the visitor is not a registered student as evidenced by an official and current SHSU identification card, Dr. Williams will decide whether or not the visitor will be allowed to remain in the classroom.

### **Religious Holidays**

University policy (APS 861001) and state law (Section 51.911(b), Texas Education Code) require that a student who is absent from class for the observance of a religious holy day (and whatever associated travel is necessary) be allowed to take examinations or complete assignments scheduled for that period within a reasonable time after the absence. Not later than the 15th calendar day after the first day of the semester, or the 7th calendar day after the first day

of a summer session, the student must notify the instructor of each scheduled class that he/she would be absent for a religious holy day. A form (see APS 861001) must be completed by the instructor, signed by the student, and approved by the departmental chair.

**Instructor Evaluation**

The students are asked to evaluate all courses and instructors at the end of each semester. These evaluations are an important tool for improving the faculty, courses, and student experiences at Sam Houston State University. Sarcastic, derisive, and inappropriate language should not be used. Both positive and negative thoughtful comments are taken to heart by the faculty and administration.

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