Course Information

Course Description
A survey of the fundamentals of chemistry. An introduction to organic and physiological chemistry and a survey of the chemistry of environmental systems.

Prerequisite and Co-requisite Courses
None

Prerequisite Skills
Accessing Internet websites and using Basic Algebra are expectations of the CHEM 1305.

Student Learning Outcomes
Upon completion of this course, students will be able to:
- Analyze complex problems and draw logical conclusions.
- Employ mathematics in the analysis of chemical problems.
Course Delivery
This is an online course that will be delivered via Blackboard using an asynchronous format. If you choose, you can complete this course without visiting the ASU campus.

Required Texts and Materials
- Introduction to Chemistry, 5th Edition
  Bauer • Bink • Marks
- Scientific Calculator

Technology Requirements
To successfully complete this course, students need to purchase access to Connect from McGraw-Hill. Instructions are in Blackboard under Announcements.

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Respondus: Access to exams and quizzes will be through Respondus Lockdown Browser. Respondus requires a desktop computer or laptop (not a Chromebook) Refer to the Blackboard course for Respondus installation instructions.

Communication
Email is the preferred form of communication.

I will respond to email Monday through Friday up to 9 pm and any received later will be answered the next morning. Weekend messages may not be returned until Monday.

Written communication via email: All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes. In your emails to me, include the course section number in your subject line.

Virtual communication: Office hours may be done with the assistance of the telephone or the Collaborate in Blackboard.
Grading

Evaluation and Grades
Course grades will be determined as indicated in the table below.

<table>
<thead>
<tr>
<th>Course</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hour Exam 3 @ 120 points</td>
<td>360 points</td>
</tr>
<tr>
<td>Hour Exam 1 @ 90 points</td>
<td>90 points</td>
</tr>
<tr>
<td>Final Exam</td>
<td>100 points</td>
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<tr>
<td>Homework</td>
<td>200 points</td>
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<tr>
<td>Quizzes</td>
<td>150 points</td>
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<tr>
<td>SB SmartBook</td>
<td>100 points</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>1000 points</strong></td>
</tr>
</tbody>
</table>

Grading System
Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

The following grading scale is in use for this course:

- A = 90.00-100 points
- B = 80.00-89.99 points
- C = 70.00-79.99 points
- D = 60.00-69.99 points
- F = 0-59.99 points (Grades are not rounded up)

Assignment and Activity Descriptions
All SmartBook, Homework, Quizzes, and Exams have due dates assigned and will not be accepted after due date has passed. Ample time will be allotted for each activity to be completed.

Quizzes
Quizzes will be assigned weekly.

Quizzes will be administered using Blackboard and RESPONDUS MONITOR.

Hour Exams
Most hour exams will cover material presented since the previous exam. However, the course builds on material delivered earlier, so the concepts, calculations, and techniques from earlier exams may be required.
Exams will be administered using Blackboard and **RESPONDUS MONITOR**.

Make-up Exams
Make-up exams will be at the discretion of your course instructor. Usually, allowances will only be made in the case of an excused university absence. Communication with your instructor prior to the exam date is **CRITICAL**.

Final Exam
The schedule for the 1305 final exams is shown below.

<table>
<thead>
<tr>
<th>Section</th>
<th>Class Days</th>
<th>Class time</th>
<th>Final Exam Date</th>
<th>Final Exam Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>010</td>
<td>MWF</td>
<td>Online</td>
<td>May 10-12</td>
<td>NA</td>
</tr>
<tr>
<td>020</td>
<td>TR</td>
<td>Online</td>
<td>May 10-12</td>
<td>NA</td>
</tr>
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</table>

General Policies Related to This Course
All students are required to follow the policies and procedures presented in these documents:

- [Angelo State University Student Handbook](#)
- [Angelo State University Catalog](#)

Academic Integrity
Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Science and Engineering adheres to the university’s [Statement of Academic Integrity](#).

Accommodations for Students with Disabilities
ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.
Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website. The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford  
Director of Student Disability Services  
Office of Student Affairs  
325-942-2047  
dallas.swafford@angelo.edu  
Houston Harte University Center, Room 112

Incomplete Grade Policy
It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more information.

Plagiarism
Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the ASU Writing Center.
Student Absence for Observance of Religious Holy Days
A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day for more information.

Title IX at Angelo State University
The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance.

Students are encouraged to report any incidents of sexual misconduct directly to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator at:

Michelle Miller, J.D.
Special Assistant to the President and Title IX Coordinator
Mayer Administration Building, Room 210
325-486-6357
michelle.boone@angelo.edu

You may also file a report online 24/7 at www.angelo.edu/incident-form.

If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.

Required Use of Masks/Facial Coverings by Students
As a member of the Texas Tech University System, Angelo State University has adopted the mandatory Facial Covering Policy to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance
with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

**Modifications to the Syllabus**

This syllabus, including grade evaluation and course schedule, is subject to modification. In particular, the COVID-19 pandemic may require significant changes in course delivery and content on potentially short notice.

### Course Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Chapter Lectures</th>
<th>SB Start</th>
<th>SB Due</th>
<th>HW Start</th>
<th>HW Due</th>
<th>Quiz Start</th>
<th>Quiz Due</th>
<th>Exam Start</th>
<th>Exam Due</th>
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<td>Jan 17</td>
<td>Intro Syllabus C1</td>
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Abbreviations used: C – Chapter, LS – LearnSmart, HW – Homework

LS, HW, Quiz, and Exams are available at 00:00 hours on the start date and are unavailable at 23:59 hours on the due date.

2. https://www.angelo.edu/academics/catalog/
4. https://www.angelo.edu/current-students/disability-services/
5. https://www.angelo.edu/content/files/14197-op-1011-grading-procedures
7. https://www.angelo.edu/current-students/writing-center/academic_honesty.php
8. https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of