Welcome to Chem 101B! Here are the course policies for Fall 2010: please read these carefully. If you have questions that are not addressed here, please ask.

INSTRUCTOR INFORMATION AND OFFICE HOURS

Robert Price, PhD
Office: Science Hall 248  Telephone: 415-239-3515  e-mail: rprice@ccsf.edu
Office hours:  MW 11:00 am-11:30 am in S-248
             M 1:00-2:00 pm and T 10:00-11:00 am in the MESA/STEM Center, Bungalow 201

COURSE WEB PAGE:

REQUIRED MEDIA (lecture and laboratory)  Available at the college bookstore.


A very limited number of copies of the textbook are available at the reserve desk in the college library, but you should not attempt to take Chem 101B without purchasing the textbook. I realize that textbooks are very expensive and encourage all students on limited financial resources to apply for financial aid. The Associated Students also runs a book loan program for selected courses, including Chem 101B (http://www.ccsf.edu/Services/Student_Activities/su/bookloan.htm).

OTHER REQUIRED MATERIALS

• Scientific calculator
• Laboratory notebook with bound, quadrille-ruled pages (duplicate pages preferred) (A composition book or a spiral-bound notebook is not a laboratory notebook. Please be sure to get the real thing.)
• Safety glasses or safety goggles: These are available at the college bookstore annex. The chemistry department has a limited number of used safety glasses/goggles available for purchase at the storeroom (Science Hall 203).

PREREQUISITES

Chemistry 101A or 103A or the equivalent.
Chemistry 101A and 101B are the standard college general chemistry courses required in many curricula. Chemistry 101A and 101B are accepted for Chemistry 1A-1B credit by the University of California, Berkeley and for 1 year general chemistry credit by most colleges and universities.

CLASS ATTENDANCE

Attendance is required at classes. You may be dropped from the course for three or more consecutive unexcused absences. Please notify me by voice mail or e-mail whenever you are absent, stating the reason for missing class or lab.

If you intend to drop but fail to withdraw yourself from the class before the W deadline, you may receive an F in the course.

Please arrive on time. If you are habitually late (more than 3 times), you will receive a warning; after the warning, I may impose a 10-point penalty for each time that you are late.

You are encouraged to participate in class: please raise your hand to be recognized. As a courtesy to your classmates, please do not talk when I’m speaking or someone else is speaking. Please turn off ringing tones of wireless devices.

PROBLEM ASSIGNMENTS/HOMEWORK

There will be a required homework assignment for each chapter to be covered (two for Chapter 10). These are graded based on completeness and demonstrated understanding of concepts. An answer key to each problem set will be available on the Chem 101B web page after the papers have been turned in. Late homework will not be accepted. Your lowest problem set score will be dropped.

I will also assign problems from the text to be completed for each chapter. Answers to all of these problems will be available in the solutions manual or on the web site. I will not collect or grade these, but it is your responsibility to make certain that you can work all of the assigned problems, not only those that you are required to hand in.

QUIZZES AND EXAMINATIONS

There will be four exams during the semester. Each exam will take the full lecture period, and will cover concepts from lecture and laboratory. The exam topics are listed in the course schedule; but since chemistry is a cumulative discipline, you will be expected to understand and apply the material from earlier parts of the course on the later exams. There will also be three short (20-30 minute) quizzes during the semester. These are intended to ensure that you are keeping up with the material and have acquired the necessary study skills to make adequate progress. There will also be a cumulative, three-hour final exam at the end of the semester. The dates of all quizzes and exams are listed in the course schedule handout.
No make-up quizzes or exams will be given for any reason. Students who have an *excused* absence on the day of a quiz will have the quiz score replaced by the average of the scores earned on the other quizzes as long as their overall exam performance is adequate (50% or above). If you miss one exam because of an *approved excused absence*, you will be assigned a “make-up” grade for that exam based on your performance on the relevant material on the final exam. (This is usually to your disadvantage, so *do not* miss an exam just because you “don’t feel prepared”!) If you miss a second exam, you will get a score of zero.

LABORATORY REQUIREMENT

*Regular attendance in the laboratory is required.* Having two or more unexcused absences from laboratory is considered excessive, and may result in being dropped from the class or receiving a failing grade in the course. Students who do not satisfactorily pass the laboratory portion of Chemistry 101B may receive a failing grade for the course.

In the lab, you will be issued a locker equipped with the necessary glassware and supplies to perform the laboratory assignments. You will also receive a locker key. You are responsible for the laboratory equipment and locker key. At the end of the semester (or whenever a student withdraws from the course), the locker key must be returned and all of the locker supplies and glassware accounted for. *You may be assessed a breakage/loss fee for any damaged/missing supplies or glassware, or for a key that is not returned.*

SUPPLEMENTAL INSTRUCTION and TUTORING

You will have the opportunity to participate in monitored tutoring at the Learning Assistance Center (LAC) in the Library.

In addition to the LAC, there will be tutors available to help with Chem 101B in the MESA/STEM Center.

ACADEMIC INTEGRITY

In the interest of equity among all students, I want to ensure that no student has an unfair advantage in completing graded assignments or exams in this course. Also, I want all of my students to practice mastering their skills at expressing themselves clearly. Therefore, I insist on the following policy.

The work you submit on all exams, homework, lab reports and any other written assignments must be your own. You may discuss how to solve homework problems or perform lab calculations with classmates, but the final written product needs to be in your own words. I may assign a grade of zero to all students involved (both the ones who copy and the ones who allow others to copy) whenever I notice work that contains exactly the same wording from two or more students.

On quizzes and exams, you may not collaborate with any other person. You may not use any written materials or electronic devices, except for a scientific calculator and any data and tables included as part of the exam. Anyone found disregarding these conditions will
receive a grade of zero for the exam, and may face further discipline through the Office of Student Advocacy, Rights, and Responsibilities.

**GRADING**

Your grade will be determined by the total number of points accumulated from the following:

- 8 homework sets (5 points each) = 40 points
- 3 quizzes (20 points each) = 60 points
- 4 examinations (100 points each) = 400 points
- Final examination = 300 points
- Laboratory work = 200 points
- TOTAL = 1000 points

**Approximate grading scale**

A: 90-100%  B: 75-89%  C: 60-74%  D: 50-60%  F: 0-49%

(This scale is approximate and may be revised in your favor for the current semester.)