



CHEM 1151L – Survey of Inorganic Chemistry Lab
COURSE SYLLABUS
Online
Spring Semester 2018

COURSE INFORMATION

Credit Hours/Minutes: 1/2250

Class Location: Georgia Virtual Technical Connection (GVTC)/Blackboard

Class Meets: Via Internet for 15 weeks

Course Reference Number (CRN): 40161

Preferred Method of Contact: email

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Dr. John Schwind

Office Location: No office on campus

Office Hours: by appointment

Email Address: [Dr. John Schwind \(jschwind@southeasterntech.edu\)](mailto:jschwind@southeasterntech.edu)

Phone: N/A

Fax Number: 912-538-3156

Tutoring Hours (if applicable):

SOUTHEASTERN TECHNICAL COLLEGE (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Handbook \(http://www.southeasterntech.edu/student-affairs/catalog-handbook.php\)](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php).

REQUIRED TEXT

EScience Lab Kit – Introductory Chemistry Version 4 (2nd edition)

REQUIRED SUPPLIES & SOFTWARE

Scientific Calculator

Note: Although students can use their smart phones and tablets to access their online course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

COURSE DESCRIPTION

Selected laboratory experiments paralleling the topics in CHEM 1151. The lab exercises for this course include units of measurements, structure of matter, chemical bonding, chemical reactions, gas laws, liquid mixtures, acids and bases, salts and buffers, and nuclear chemistry.

MAJOR COURSE COMPETENCIES

1) Laboratory Safety; 2) Units of Measurements; 3) Structure of Matter; 4) Chemical Bonding; 5) Chemical Reactions; 6) Gas Laws; 7) Liquid Mixtures; 8) Acids and Bases; 9) Salts and Buffers; 10) Nuclear Chemistry

PREREQUISITE(S)

None

COURSE OUTLINE

1. Laboratory Safety
2. Units of Measurement
3. Structure of Matter
4. Chemical Bonding
5. Chemical Reactions
6. Gas Laws
7. Liquid Mixtures
8. Acids and Bases
9. Salts and Buffers
10. Nuclear Chemistry

GENERAL EDUCATION CORE COMPETENCIES

Southeastern Technical College has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS (ONLINE)

This course includes the completion of lab experiments and reports paralleling the topics in CHEM 1151. The lab exercises for this course include units of measurement, structure of matter, chemical bonding, chemical reactions, gas laws, liquid mixtures, acids and bases, salts and buffers, and nuclear chemistry. All lab experiments can be performed at home or on a computer. You must purchase an **EScience Lab Kit – introductory Chemistry Version 4 (2nd edition)** from the bookstore. The lab kit includes 10 experiments that can be completed at your home. An additional four virtual lab experiments will be assigned to be completed on a computer. The experiments included in the lab kits use safe and green chemicals, which means there are minimal personal and environmental risks. Students have the flexibility of completing experiments at their own pace, as long as they are submitted by the required due dates. Topics and material required to fully understand the lab will be covered in the lecture and will assist in properly answering and completing the lab questions and reports.

LAB REPORTS

Students must purchase an *EScience Lab Kit – Introductory Chemistry Version 4 (2nd edition)* from the bookstore. Students must conduct each experiment and submit the completed lab reports by the specified due dates. Each experiment included in the lab kit will have at minimum one pre-lab and one post-lab report. Some experiments may require submission of two post-lab reports, while others may require the submission of supplemental materials, i.e. photos and pictures. Virtual labs will only require one lab report to be submitted. All lab reports are to be submitted electronically via email. Reports are due at 11:59 PM on the due date. Late reports will not be accepted.

ONLINE ATTENDANCE

It is the student's responsibility to be academically engaged each week doing course related activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an "F" (Failing 0-59) in a course.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Students will have at least one week to complete tests and assignments. All tests and assignments are due at 11:59 on Monday of each week. Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

SPECIAL NEEDS

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, to coordinate reasonable accommodations.

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, to coordinate reasonable accommodations.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" (Withdrawn) is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65 percent point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" (Failing 0-59) being assigned.

After the 65 percent portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of "W", will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

PROCTORED EVENT REQUIREMENT

In order to validate student identity for all online courses, students enrolled in online courses are **required** to complete one proctored event per online course. The proctored event will be administered on two separate days during the semester—once on the Vidalia campus and once on the Swainsboro campus and will be monitored by the instructor or another Southeastern Technical College employee. The proctored event may be a major exam, assignment, or presentation, etc. that will count a minimum of 20% of the course grade. Students must attend one of the scheduled proctored sessions and will need to make arrangements with work, childcare, etc. The specific dates of the proctored event are scheduled on the Lesson Plan/Calendar for the online course. Students living further than 75 miles from either campus who cannot come to Southeastern Tech for the event must secure an approved proctoring site. The site and the proctor must meet Southeastern Technical College's requirements (instructor will provide more information and necessary forms if this is the case). Note: Students taking proctored events off campus will utilize the Proctor Scheduling and Approval Form found in Blackboard within the Getting Started/Start Here and Proctoring Event area. The completed form should be submitted to the course instructor a minimum of two weeks prior to the proctored event. If approved, the instructor will notify the proctor.

Students arranging off-campus proctoring must take the event on one of the-originally scheduled days. Students who do not complete the proctored event as scheduled must submit a valid documented excuse within three business days after the scheduled event. If the excuse is approved, students must make arrangements with the instructor to makeup/reschedule the missed event. The penalty and makeup instructions will be at the instructor's discretion. Proctored events will be given after the 65% point of the semester. **Students who do not complete the proctored event will receive an "F" (Failing 0-59) in the course.**

As published on Southeastern Technical College's website, any expenses incurred to obtain a proctor will be the responsibility of the student; however, students are not charged a proctoring fee when taking the proctored exam on the campus of Southeastern Tech. Most of Georgia's technical colleges do not charge to proctor exams for students enrolled in other Technical College System of Georgia (TCSG) colleges. Students who are enrolled at Southeastern Technical College and live out of the state of Georgia or out of the country could incur a proctoring charge. However, in that instance, the instructor would assist the student in locating the least expensive proctor.

The final exam will be the proctored exam, held on the Vidalia and Swainsboro Campus on April 30 at 5:00 p.m. Vidalia students will report to Room 418 in the Main Building. Swainsboro students will report to Room 2106 in Building 2.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC.)

There will be no make-up assignments. You have ample time to complete the assignments. Be sure to start experiments earlier in the week to be well prepared in the event you are confused or need assistance.

ACADEMIC DISHONESTY POLICY

The Southeastern Technical College Academic Dishonesty Policy states that all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the Southeastern Technical College Catalog and Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. First Offense

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program

advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. Second Offense

Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 108 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu	Blythe Wilcox, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3147 Email: Blythe Wilcox bwilcox@southeasterntech.edu

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College’s website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

Assessment/Assignment	Percentage
Pre-Lab Reports	20%
Post-Lab Reports	70%
Supplemental Materials	10%
Course Grade	Percentage
Proctored Event/Exam	20 %
Lab Final Exam	20%

GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

CHEM 1151 Lab: Survey of Inorganic Chemistry Lab

Spring Semester 2018 Lesson Plan

Due Date	Content	Course Competency Area	General Education Competency Area
1/22	Lab1: Introduction and Laboratory Safety Procedures	1,2	a,b,c
1/29	Lab 2: Thinking Like a Chemist: The Scientific Method	1,2	a,b,c
2/5	Lab 3: Data Analysis and Graphing	1,2	a,b,c
2/12	Lab 6: Electron Configuration	1,3	a,b,c
2/19	Lab 4: Periodic Trends in Atomic Properties	1,3	a,b,c
2/26	Virtual lab #1: Isotopes and Atomic Mass	3	a,b,c
3/5	Virtual Lab #2: Radioactivity	10	a,b,c
3/12	Lab 7: Molecular Geometry: The Valence Shell Electron Pair Repulsion (VSEPR) Model	1,2,4	a,b,c
3/19	Lab 5: Molar Mass	1,2,4	a,b,c
3/26	Lab 8: Discovering the Five Types of Chemical Reactions	1,2,5	a,b,c
4/2	Virtual Lab #3: Balancing Chemical Reactions	5	a,b,c
4/9	Lab 10: The Nature of Acids and Bases: Exploring the pH Scale	1,7,8,9	a,b,c
4/16	Virtual Lab #4: Equilibrium	10	a,b,c
4/23	Lab 9: Using the Ideal Gas Law	1,2,6	a,b,c
4/30	Final Exam	1 – 10	A,b,c

COMPETENCY AREAS:

1. Laboratory Safety
2. Units of Measurement
3. Structure of Matter
4. Chemical Bonding
5. Chemical Reactions
6. Gas Laws
7. Liquid Mixtures
8. Acids and Bases
9. Salts and Buffers
10. Nuclear Chemistry

GENERAL CORE EDUCATIONAL COMPETENCIES

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.