

**Perimeter College at Georgia State University**

**Chemistry 1151-003, Fall 2019**

**Survey of Chemistry I (3 credit hours)**

**Term: Fall 2019**

Chemistry 1151-003, **CRN:** 89741

**Time & Room:** MW 11:30 a.m. - 12:45 p.m., Bldg – B, Room # 107

**Midpoint: October 15<sup>th</sup>**

**Final Exam:** Wednesday, December 11<sup>th</sup>, **11:30 am**

***NOTE: Final exam dates are set by the college and cannot be changed under any circumstances.***

**INSTRUCTOR: Mrs. Shalini Jain**

Best way to contact me is via icollege, gsu email or phone number mentioned below.

**email:** sjain11@gsu.edu

Phone: 678-240-6248

Office: Room # 123 E, Bldg B

**Tutoring and Advising Hours:**

Monday: 9.45 AM -11.15 AM

Tuesday: 2.15 PM – 3.45 PM

Wednesday: 9.45 AM -11.15 AM,

Thursday: 9.00 AM -1.00 PM

OFFICE:, Room # 123 E, Bldg B Alpharetta

**Course Description CHEM 1151: Survey of Chemistry I**

This course is designed to give allied health science students and non-science majors an understanding of the fundamental principles of chemistry and its application to living systems. Nursing, dental hygiene, and health information technology students planning to pursue a baccalaureate degree should enroll in Chem 1151.

**COREQUISITE:** Chem 1151IL (LAB) is a corequisite for CHEM 1151 but not for CHEM 1951.

**TEXT:** "General, Organic, and Biological Chemistry – Structures of Life vol. 1 (softcover) " 6<sup>th</sup> edition., Karen C. Timberlake; Prentice Hall; available through the Perimeter College at Georgia State University bookstore as a special ‘Georgia Perimeter College Edition’” comes bundled with Mastering Chemistry access card and online access passcode. This configuration is not available separately from 3rd party resellers such as Amazon or eBay at this price point.

**ChemistryLearningByDoing.org – free website designed by Perimeter College of Georgia state University professors. It covers all the topics we will be discussing throughout this semester.**

**RESOURCES:** A basic scientific calculator is required. Programmable and graphing calculators are not allowed. Calculators may not be shared during an exam and it is the student's responsibility to have one during exams.

### **IMPORTANT DATES – Fall 2019:**

Full and first half semester classes begin - Monday, August 26<sup>th</sup>

University Official Holiday – Monday, September 2<sup>nd</sup>, No classes held

Midpoint for full-term semester classes – October 15<sup>th</sup>

Thanksgiving Break – November 25<sup>th</sup> - November 30<sup>th</sup>

Last day for full-term classes – December 9<sup>th</sup>

**Final Exam 1151 - 003:** Wednesday, December 11<sup>th</sup>, 11:30 AM

**GRADES** – faculty reporting due date to college December 19<sup>th</sup>

### **General Rules for the Classroom:**

- Audio recording of the lecture will be fine, but video recording is not permitted.
- It's important to complete online icollege homework and assignments in time before the assigned due date. They can help you learn the concept. They will count towards your overall homework grade as well.
- **Talking on cell phone or to other students is not allowed during the lecture.**
- Eating, drinking and chewing gums in the classroom is not permitted.
- Best way to communicate with me will be through icollege or your **gsu email**. Please refrain yourself from using personal email accounts.

### **EXPECTED EDUCATIONAL RESULTS:**

The following Expected Educational Results (EER's) are the broad principles upon which the final exam is based. The final exam, also known as the Perimeter College at Georgia State University Assessment Exam, is a college wide final exam prepared by the Survey of Chemistry Curriculum Committee. Review these EER's constantly throughout the semester to remind yourself of the broader scope of this course and how it is assessed on the final exam. Upon successful completion of this course, the student should be able to:

1. Use the metric units and appropriate prefixes for mass, length, volume, temperature, density, specific gravity and calories, and convert between one unit and another, including English units.
2. Describe the subatomic particle composition of an atom and interpret atomic number and mass number, including isotopes; describe the electron distribution in the orbitals of an atom.
3. Use the periodic table as a tool to predict trends in chemical behavior, such as atomic radius, ionization energy, bonding.
4. For any given atom or molecule/ionic unit:
  - a. Predict the bond type.
  - b. Draw the Lewis Dot structure.
  - c. Determine the number of bonds formed by hydrogen and the row two elements.

- d. Determine the polarity and geometry of the molecules using VSEPR theory.
- e. Determine the relationship between polarity and physical properties of compounds.
- f. Write the formula from the name of a compound and vice versa.

5. For chemical reactions:

- a. Balance chemical equations.
- b. Solve simple stoichiometry problems.
- c. Identify energy changes that accompany a reaction.
- d. Classify types of chemical reactions.

6. Use Kinetic Molecular Theory to explain disruptive forces (kinetic energy) and cohesive forces (intermolecular forces) of molecules/particles in relation to the three states of matter, with major emphasis on the gaseous state; state the molecular properties of solids, liquids and gases, and perform calculations using the Ideal Gas Law and Dalton's Law of Partial Pressures.

7. Describe solutions and colloids in qualitative terms and perform calculations related to concentration, dilution, and colligative properties.

8. State factors affecting rates of chemical reactions, interpret energy diagrams, use collision theory to explain rates of reactions, write and interpret the equilibrium constant expression for a given chemical reaction, use Le Chatelier's Principle to predict shifts in equilibrium.

9. For acids and bases:

- a. Compare and contrast properties and definitions.
- b. Calculate pH given the hydronium ion or hydroxide ion concentration of a solution and vice versa.
- c. State the role of buffers and their mechanism in maintaining pH in body fluids.
- d. Write the conjugate of a given acid or base, and relate acid or base strength to the strength of its conjugate.
- e. Calculate pK<sub>a</sub> and relate it to the strength of an acid.

f. Perform calculations on an acid-base titration.

10. State the different types of radiation and describe how radiation is harmful to living tissue; describe the use of radioactive isotopes in medicine.

### GRADE ANALYSIS:

<b>Exams (best 3 out of 4) 75%</b>	<b>90 - 100 % A</b>
<b>of the 4 exams in the course your lowest score is dropped</b>	<b>80 - 89 % B</b>
<b>Class Quizzes, Homework and online Quizzes 5%</b>	<b>70 - 79 % C</b>
<b>Final 20 %</b>	<b>60 - 69 % D</b>
<b>Bonus Assignments on <b>ChemistryLearningByDoing</b>: max. <u>10%</u></b>	<b>Below 60 % F</b>
<b><u>Or Mastering in Chemistry Assignments</u></b>	
<b>possible total <u>110%</u></b>	
<ul style="list-style-type: none"><li><b>There will be no other extra credit assignments given in the course.</b></li></ul>	

\*If a student informs in advance that he/she is going to miss the exam then make up exam may be given 2-3 days before the scheduled exam. There will be no make-up exam if the student informs after the scheduled test date. Make-up exam can be taken only before the scheduled test date in class.

\*There will be several in class quizzes given during the class. It is student's responsibility to be present in class and take those quizzes. There will be no make-up class quizzes.

**Supplemental e-book:** A supplemental digital textbook for the same course authored by Perimeter College Faculty members is available to the students. Students are strongly recommended to evaluate this e-textbook for future use. Web version of this ebook is available at **[www.chemistrylearningbydoing.org](http://www.chemistrylearningbydoing.org)**. Students need to

complete the consent and a questionnaire form in order to participate in this study. No student performance data for evaluating this e-textbook will be published officially. Students will be assigned with extra credit points for participating in this study.

If students do not want to participate in this study, they can purchase an online mastering in chemistry code and register by following the directions below.

**To register for CHEM1151-Fall2019:**

1. Go to [www.pearson.com/mastering](http://www.pearson.com/mastering).
2. Under Register, select **Student**.
3. Confirm you have the information needed, then select **OK! Register now**.
4. Enter your instructor's course ID: **jain15562**, and **Continue**.
5. Enter your existing Pearson account **username** and **password** to **Sign In**.  
You have an account if you have ever used a MyLab or Mastering product.
  - » If you don't have an account, select **Create** and complete the required fields.
6. Select an access option.
  - » Enter the access code that came with your textbook or that you purchased separately from the bookstore.
  - » If available for your course,
    - Buy access using a credit card or PayPal.
    - Get temporary access.

If you're taking another semester of a course, you skip this step.
7. From the You're Done! page, select **Go To My Courses**.
8. On the My Courses page, select the course name **CHEM1151-Fall2019** to start your work.

## **Attendance Policy**

Students' academic success is the major priority of Perimeter College at Georgia State University. Because regular participation enhances the learning process, students are expected to adhere to the attendance policy set forth by the College and individual faculty members. Differences in content and teaching styles exist among courses, which can impact students' learning. Therefore, students are strongly encouraged to attend all classes and prepare themselves thoroughly in advance for assignments, tests, and other course-related activities. Students are accountable for assignments and material covered during any absence.

Students are responsible for regular and punctual attendance at all classes, laboratories and examinations as scheduled and in accordance with the class attendance policy of the instructor. Students who do not plan to attend a class that they register for are responsible to make these changes to their registration during published registration times. All class attendance policies are on file with the appropriate department chair and are part of the course syllabus.

### **SCHEDULE OF COURSE CONTENT**

Mon	Aug	26 <sup>th</sup>	<b>Chapter 1 Chemistry in our lives</b>  Suggested in-chapter problems include all odd numbered problems with listed answers  suggested end-of-chapter problems: odd numbered problems 1.31 – 1.55
Wed	Aug	28 <sup>th</sup>	<b>Chapter 2 Chemistry and Measurements</b>  <b>suggested end-of-chapter problems: odd numbered problems 2.81 – 2.97</b>
Mon	Sep	2 <sup>nd</sup>	University Official Holiday – No Classes Held
Wed	Sep	4 <sup>th</sup>	<b>Problems Chapter 1 and 2</b>
Mon	Sep	9 <sup>th</sup>	<b>Chapter 3 Energy &amp; Matter</b>  Suggested in-chapter problems include all odd numbered problems with listed answers  <b>suggested end-of-chapter problems: odd numbered problems 3.57 – 3.93</b>
Wed	Sep	11 <sup>th</sup>	<b>Problems Chapter 3</b>
Mon	Sep	16 <sup>th</sup>	<b>Exam 1 (Chapter <u>1</u>, 2 and <u>3</u>) 100 pts</b>
Wed	Sep	18 <sup>th</sup>	<b>Chapter 4 Atoms &amp; Elements</b>  Suggested in-chapter problems include all odd numbered problems with listed answers  <b>suggested end-of-chapter problems: odd numbered problems 4.89 – 4.121</b>

Mon	Sep	23 <sup>rd</sup>	Problems Chapter 4
Wed	Sep	25 <sup>th</sup>	Problems Chapter 4
Mon	Sep	30 <sup>th</sup>	<b>Chapter 6 Compounds and Their Bonds</b>  Suggested in-chapter problems include all odd numbered problems with listed answers. Suggested end-of-chapter problems: odd numbered problems 6.95 – 6.137
Wed	Oct	2 <sup>th</sup>	Chapter 6 Continues
Mon	Oct	7 <sup>th</sup>	<b>Problems Chapter 6</b>
Wed	Oct	9 <sup>th</sup>	<b>Exam 2 (Chapter <u>4</u>, and <u>6</u>) 100 pts</b>
Mon	Oct	14 <sup>th</sup>	<b>Chapter 7 Chemical Reactions and Quantities</b>
Wed	Oct	16 <sup>th</sup>	<b>Chapter 7 Chemical Reactions and Quantities continues</b>  Suggested in-chapter problems include all odd numbered problems with listed answers  suggested end-of-chapter problems: odd numbered problems 7.87 – 7.145
Mon	Oct	21 <sup>st</sup>	<b>Problems Chapter 7</b>
Wed	Oct	23 <sup>rd</sup>	<b>Chapter 8 Gases</b>  Suggested in-chapter problems include all odd numbered problems with listed answers  suggested end-of-chapter problems: odd numbered problems 8.71 – 8.97
Mon	Oct	28 <sup>th</sup>	Chapter 8 Continued
Wed	Oct	30 <sup>th</sup>	<b>Exam 3 (<u>7</u>, and <u>8</u>) 100 pts</b>
Mon	Nov	4 <sup>th</sup>	<b>Chapter 9 Solutions</b>  Suggested in-chapter problems include all odd numbered problems with listed answers  suggested end-of-chapter problems: odd numbered problems 8.75 – 8.125



Wed	Nov	6 <sup>th</sup>	<b>Problems Chapter 9</b>
Mon	Nov	11 <sup>th</sup>	<b>Chapter 10 Chemical Equilibrium</b>  Suggested in-chapter problems include all odd numbered problems with listed answers  suggested end-of-chapter problems: odd numbered problems 9.41 – 9.79
Wed	Nov	13 <sup>th</sup>	<b>Chapter 10 Continued</b>
Mon	Nov	18 <sup>th</sup>	<b>Problems Chapter 10</b>
Wed	Nov	20 <sup>th</sup>	<b>Chapter 11 Acids and Bases</b>  Suggested in-chapter problems include all odd numbered problems with listed answers  <b>suggested end-of-chapter problems: odd numbered problems 10.71 – 10.73</b>
<b>Thanksgiving Break: November 25<sup>th</sup> - November 30<sup>th</sup></b>			
Mon	Dec	2 <sup>nd</sup>	<b>Problems Chapter 11</b>
Wed	Dec	4 <sup>th</sup>	<b>Exam 4 (Chapter 9, 10 and 11)</b>
Mon	Dec	9 <sup>th</sup>	<b>Chapter 5 Nuclear Chemistry</b>  Suggested in-chapter problems include all odd numbered problems with listed answers  suggested end-of-chapter problems: odd numbered problems 4.45 – 4.83
Wed	Dec	11 <sup>th</sup>	<b>Final Exam CHEM 1151-003 11:30 AM</b>

**\*Disclaimer- Test and quiz dates are subjected to change, it is student's responsibility to be present in the class in order to take the test and quizzes on the day they are given. Final exam date is set by the college and cannot be changed under any circumstances.**

**IMPORTANT NOTE:**

It is the student's responsibility to have a system/computer that is compatible in all aspects with iCollege (i.e. "WebCT"). Portions of this course, such as the e-syllabus, calendar, announcements, and various special ancillary materials are located in iCollege.

**ChemistryLearningByDoing** - 10% weight in the course (Grading Policy).

**ChemistryLearningByDoing** is an instructor assigned online homework system, with no cost to students, owned and operated by Georgia State. Up to 5% of the course grade comes from completing 50% of the assignments. Up to 10% toward the course grade is possible by completing 100 % assignments correctly.

Select Shalini Jain as instructor, Alpharetta when you start each chapter assignment.

If students chose not to participate in this study they can purchase an online code for mastering in chemistry assignments and complete those assignments for the same credit.

### **Drop for Non-Attendance**

Students who either never attend a face-to-face class, or in the case of a distance learning course fail to "log-in" by the published No Show deadline for the term, will be dropped for non-attendance.

Students reported for non-attendance in a Learning Support, English as a Second Language, or Regents' Test Preparation course will be dropped from all collegiate level (1000 or 2000-level) courses in which that student is concurrently enrolled. Neither the course(s) nor any grade(s) will appear on the student's permanent record.

1. **Student Code of Conduct:** Students should be familiar with the Student Code of Conduct ( <http://codeofconduct.gsu.edu/> ).

2. **GSU statement:** The course syllabus provides a general plan for the course; deviations may be necessary.

3. **GSU statement:** Your constructive assessment of this course plays an indispensable role in shaping education at Georgia State. Upon completing the course, please take the time to fill out the online course evaluation.

4. **GSU email policy:** Every student is assigned an official Georgia State University email address at the time of acceptance. It is essential that students regularly check

this email account. Academic departments and student service units across campus use the University assigned email as a means of communicating with students about official university business, and students are held responsible for this information. Email from Georgia State will be sent to the student's official Georgia State e-mail address. It will not be sent to any other address (such as a Gmail or Yahoo account). However, students may configure their Georgia State account to forward to another address.

**5. Sexual Misconduct Policy:** The University System of Georgia is committed to ensuring a safe learning environment that supports the dignity of all members of the University System of Georgia community. The University System of Georgia does not discriminate on the basis of sex or gender in any of its education or employment programs and activities. To that end, this policy prohibits specific forms of behavior that violate Title IX of the Education Amendments of 1972. The University System of Georgia will not tolerate sexual misconduct, which is prohibited, and which includes, but is not limited to, domestic violence, dating violence, sexual assault, sexual exploitation, sexual harassment, and stalking. The University System further strongly encourages members of the University System community to report instances of sexual misconduct promptly. These policies and procedures are intended to ensure that all parties involved receive appropriate support and fair treatment, and that allegations of sexual misconduct are handled in a prompt, thorough and equitable manner. Prevention is one of the primary mechanisms used to reduce incidents of sexual violence on campuses. USG institutions are required to provide prevention tools and to conduct ongoing awareness and prevention programming and training for the campus community including students, faculty, and staff. Such programs are designed to stop sexual violence through the promotion of positive and healthy behaviors. Programming will educate the campus community on consent, sexual assault, alcohol use, dating violence, domestic violence, stalking, bystander intervention, and reporting.

**6. American Disability Act Statement:** Students who wish to request accommodation for a disability may do so by registering with the Office of Disability Services. Students may only be accommodated upon issuance by the Office of Disability Services of a signed Accommodation Plan and are responsible for providing a copy of that plan to instructors of all classes in which accommodations are sought.

**7. Non-discrimination Statement:** Georgia State University does not discriminate against individuals on the basis of race, color, sex, religion, creed, age, sexual orientation, gender, disability, national origin, or veteran status in employment or the administration of the program and activities conducted by Georgia State University or any of its several departments now in existence or hereafter established. Additionally,

no chartered student organization may engage in discriminatory conduct whether collectively or through the actions of its individual members. (See Code Section I. Chartering Student Organizations.).

**8. Affirmative Action Statement:** Perimeter College adheres to affirmative action policies designed to promote diversity and equal opportunity for all faculty and students.

**9. Cheating and Plagiarism: Cheating in the quiz or exam or assignments:** Use of any electronic device including cell phones, graphing calculator (Students are allowed to use only non programmable calculators), smart watches etc, talking or whispering to other students during the test or exam will be considered an act of cheating. No notes or formula sheets are allowed during the exam, except what is given by the instructor. If a student is found using any such devices or sheets, student will be assigned a grade of 0 for the test and **student will be reported to the department chair and the academic dean for a formal charge of cheating.**

<http://www2.gsu.edu/~wwwfhb/sec409.html>

## **Incomplete**

A grade of incomplete (“I”) may be assigned at the instructor’s discretion if a student 1) is earning a passing grade at the time the incomplete is requested, and 2) has completed most of the major assignments, generally all but one, and 3) cannot complete the remainder of the coursework due to non-academic reasons beyond the student’s control. If an instructor denies a student’s request for an incomplete, the student may appeal to the department chair. The decision of the department chair is final.

## **Copyright License Summary**

- \* Your course materials are protected by copyright.

- \* Your instructor is the owner of the copyright.

- \* Under this copyright:

- o You are NOT free to copy, distribute, display, and/or perform the work.

- o You may NOT use this work for commercial purposes.

- o You may NOT alter, transform, and/or build upon this work.

## **Expectations of the students**

Students are responsible for all material covered and announcements made in class. Students are expected to complete all assignments on time, come to all classes, participate in classroom activities in groups/individually (depending on the activity), check iCollege daily, and communicate/participate in a professional manner. Students should conduct themselves in a professional and academic manner that respects the rights of other students and the instructor. Because entering and exiting the room during class can be distracting to other students (as well as the instructor), refrain from such movements except as physiologically necessary. Any unnecessary or loud talking during class should be avoided. Eating and drinking is prohibited in the classroom. Students that do not conduct themselves in a professional and academic manner may be dismissed from class and receive a zero for any assignments, quizzes, or test for that class time. Continued noncompliance of these expectations will result in severe grade reductions for one or more tests from the course (as decided by the instructor).

## **Electronic devices**

1. Students are responsible for their electronic devices if they bring to class. The college is not responsible/liable for any damage or loss of electronic devices.
2. Electronic devices are allowed during class times. The electronic devices must not disrupt the class, and sound(s) must be turned off.
3. Electronic devices of any kind (except devices for the hard of hearing) are NOT allowed during tests, exams, quizzes, etc. and when going over the tests, exams, quizzes, etc. once they have been graded. The first violation of this part of the policy will result in an immediate grade of zero for that test. A second violation will result in an F for the entire course. This includes, but is not limited to, phones, smart watches, smart glasses, and programmable calculators. If you have smart glasses, you will need to have a pair of regular glasses to wear during tests, exams, quizzes, etc.
4. **Cell phone use (or ringing) in class will not be tolerated.**
5. Voice recorders are to be used to aid in note taking during class only, and have the following constraints:
  - a. The recorder must be placed next to the student (not at the front of the class next to the instructor).

b. The instructor and/or GSU cannot be held responsible for any damage or loss of the recording device.

c. It is understood that such recordings are to be utilized only for the student's personal use as a study supplement.

d. Recorders are not to be operated in playback mode or otherwise operated in a manner such as to cause disruption to the class.

e. Recordings may not be posted for dissemination anywhere in any form.

6. Laptops can only be used to allow students to type notes instead of writing them, or to look at the class material instead of printing it out. Laptops are not to be used for surfing the internet, doing work for other classes, or playing games. Laptops cannot be used to record the class through a webcam in any way or form. Typing must be kept to a quiet level, if your keyboard is too noisy (as determined by the instructor), then you will not be allowed to use your laptop during class. Violation of any part of this policy will result in the forfeiture of your right to use your laptop.

7. Use of imaging devices of any kind (cameras, video recorders, etc.) is strictly prohibited in the class.

### **Dress attire**

The instructor reserves the right to identify attire which is inappropriate for a classroom setting, including (but not limited to): attire with curse words, attire depicting nudity, and attire with minimal coverage. Please use discretion and be courteous to those around you when choosing attire.

### **Children in class / at college**

The college has a policy that prohibits children from sitting in or being left in the hallway during class. If you come to class with a child, then you will be asked to leave the class. If you bring a child to a test then you will not be allowed to take the test, and the policy of no make-up tests for missed tests WILL apply to this situation (no exceptions).

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**ATTENDANCE POLICY:** Students are expected to attend all class meetings. There will be no excused absences. In the event of absence, it is the responsibility of the student to obtain assignments and information covered during the absence. An attendance sheet will be

circulated at the beginning of class. Anyone who does not sign the attendance sheet will be counted absent. Signing the attendance sheet for someone else is falsifying the official record and is grounds for dismissal from the class. Students who are on record as receiving financial aid, veterans support, or are on a student visa may be reported upon missing 4 class meetings.

**Veterans and Serving Military:** GPC honors its military and veteran men and women returning to pursue their educational goals. A Military Outreach Center is provided for them on the ground floor of Building H on the Clarkston Campus. Veterans, serving military, their dependents, and the survivors of serving military who are attending college are encouraged to avail themselves of a full range of college services and activities through the MOC. MOC resource tables are also located on all campuses to provide them with valuable information. The Center maintains a Military Outreach website at <http://depts.gpc.edu/militaryoutreach/> and their telephone number is 678-891-3025.

**WITHDRAW:** A grade of W will be assigned if the student officially withdraws by midpoint, October 15th. After midpoint, withdrawal will result in a WF grade unless a hardship withdrawal is granted by the Campus Academic Dean. It is the student's full responsibility to withdraw through the Office of Enrollment and Registration Services if the need arises. If a student withdraws from Chem 1151 lecture, students are strongly encouraged to withdraw from Chem 1151 laboratory as well, and likewise if student withdraws from Chem 1151 laboratory, student is strongly encouraged to withdraw from Chem 1151 lecture as well.

<https://catalog.gsu.edu/associate20162017/university-academic-regulations/#dropping-classes-and-voluntary-withdrawal>

**INCLEMENT WEATHER:** In the event that inclement weather strikes the Atlanta metro area, students are expected to tune into WSB radio (750 am) or WSB television (Channel 2) to determine if Georgia Perimeter College has closed or not. If the school is open, class will meet as regularly scheduled. If the school is closed, students will not be allowed on campus. If an exam is scheduled on a day that the college is closed, students should come to the next class meeting prepared to take the exam that was scheduled for the cancelled day.

**RELIGIOUS ACCOMMODATION:** GPC is committed to respecting the religious beliefs and practices of all members of the community, and making accommodations for observances of special significance to adherents. Students' sincerely held religious beliefs shall be reasonably accommodated with respect to scheduling and other academic requirements for this course. Students requesting academic accommodations due to religious beliefs must notify the instructor of such requests in writing or by email by the end of the second full week of classes. If a student fails to notify the instructor accordingly, then there is no obligation on the part of the Chemistry Department or its staff to accommodate the student in any manner. Information on

**CLASSROOM CONDUCT CODE:** In order to maintain a beneficial learning environment, Rude and/or Disruptive behavior will not be allowed. The following are some behaviors that will be considered as rude and disruptive: • Conducting private conversation in the class during lecture/discussion. • Not paying attention during lecture, discussion, Using computer or completing other assignments while the instructor is lecturing • consistently arriving late for the class • Leaving and entering the classroom frequently (except emergency) • Ringing beepers and cellular phones, talking on cell phones. This will be an interactive class, and students are encouraged to answer and ask questions. However, it is very distracting to the instructor, and

especially to students seated near a student, when a student talks or whispers while the instructor or another student is speaking to the class. If you have a comment or question, please share it with the whole class by raising your hand and requesting permission to speak. Otherwise, please remain silent during class if it is not your turn to speak. If a student persists in talking out of turn, then that student will be asked to leave the classroom. Students are expected to abide by the class policies and procedures listed in this syllabus and to treat faculty and other students in a professional, respectful manner.

## **Tobacco and Smoke-Free Campus Policy**

Georgia State University (“Georgia State”) is committed to providing a clean, healthy, and comfortable environment for all students, faculty, staff and visitors. The use of tobacco products is prohibited on all property owned, leased or used by Georgia State, including but not limited to all internal and external areas; parking garages and parking lots; and in Georgia State owned and/or leased vehicles.

Such use is also prohibited within 25 feet of all Georgia State building entrances and exits. Tobacco products include cigarettes, cigars, pipes, all forms of smokeless tobacco, clove cigarettes and any other smoking devices that use tobacco, such as hookahs, or simulate the use of tobacco such as electronic cigarettes. The advertising, sale or free sampling of tobacco products on Georgia State property is also prohibited.

## **Disruptive behavior**

Disruptive student behavior is student behavior in a classroom or other learning environment (to include both on and off-campus locations}, which disrupts the educational process. Disruptive class\* behavior for this purpose is defined by the instructor. Such behavior includes, but is not limited to, verbal or physical threats, repeated obscenities, unreasonable interference with class discussion, making/receiving personal phone calls, text messages, or pages during class, leaving and entering class frequently in the absence of notice to instructor of illness or other extenuating circumstances, excessive tardiness, and persisting in disruptive personal conversations with other class members. For purposes of this policy, it may also be considered disruptive behavior for a student to exhibit threatening, intimidating, or other inappropriate behavior toward the instructor or classmates outside of class.

This will be an interactive class, and students are encouraged to answer and ask questions. However, it is very distracting to the instructor, and especially to students seated near a student, when a student talks or whispers while the instructor or another student is speaking to the class. If you have a comment or question, please share it with the whole class by raising your hand and requesting permission to speak.

( <http://www2.gsu.edu/~wwwsen/minutes/2006-2007/disrpt.pdf> ).



## **Course Withdrawals**

1. The responsibility for voluntary withdrawal from courses rests with the student. Instructors will not withdraw students except as outlined under the automatic withdrawal section of the (No Show) policy. Students who stop attending an on-campus course after the No Show period (or participating as directed in a distance-learning course) without formally withdrawing are subject to their instructors' published attendance / participation policies, which may result in a failing grade. All instructors are responsible for making a course syllabus available to students at the beginning of the semester. Students are responsible for reading the syllabus and adhering to course policies.
2. Specific procedures for completing and submitting an official Withdrawal Form are published in the College catalog and Student Handbook.
3. Policies are designed to strongly encourage students to consult with a faculty member or counselor prior to withdrawing. However, within the constraints described below, and prior to the midpoint of the course, students have the right to withdraw without anyone's permission, with no academic penalty.
4. Prior to the midpoint of the course, (a) Students who officially withdraw from collegiate level (1000 or 2000-level) courses receive a grade of "W;" (b) Students taking only Learning Support, English as a Second Language, and Regents' Test Preparation courses who officially withdraw receive a grade of "W;" or (c) Students taking a mixture of both Learning Support, ESL, Regents' Test Preparation courses and collegiate-level courses will not be allowed to withdraw from any Learning Support course unless they also withdraw from all collegiate level courses.
5. Students who withdraw after the mid-point of the total grading period (including final exams) will receive a grade of "WF" unless a hardship withdrawal is approved, as described below.

## **Withdrawal from the College**

1. Students withdrawing from all courses for which they are registered are considered to be withdrawn from the College.

2. Specific procedures for completing and submitting an official Withdrawal Form are published in the College catalog and Student Handbook.
3. Policies are designed to strongly encourage students to consult with a faculty member or counselor prior to withdrawing. However, within the constraints described above, students have the right to withdraw without anyone's permission, with no academic penalty.
4. All course withdrawal policies (described above) are also applicable to College withdrawals.
5. Students who officially withdraw from the College are entitled to partial refunds if the Withdrawal Form is filed within the refund period.

### **Hardship Withdrawals**

1. Hardship Withdrawals are rare and granted only in extraordinary circumstances.
2. A hardship withdrawal may be requested for all courses in which the student is enrolled (i.e., withdrawal from the College) or only for a specific course (i.e. Course withdrawal). For example, a serious medical emergency might require a student to withdraw from all classes for the semester, but a minor medical condition might necessitate withdrawal only from a physical education course or science laboratory section.
3. A request for hardship consideration must be made to the campus Dean of Academic Services as soon as practicable after the hardship occurs, but no later than the seventh week of the following semester. Exceptions may be made for extenuating circumstances.
4. All requests for hardship consideration must be in writing, and include appropriate documentation of the hardship circumstance from a verifiable source (e.g. hospital or court records).
5. All hardship withdrawals must be approved by the Dean of Academic Services in consultation with the department chair(s) and/or faculty member(s) teaching the course(s) for which the hardship withdrawal is being requested. Hardship withdrawals also require review by Financial Aid to determine if any repayment of funds may be required.
6. If the hardship withdrawal is approved, the student will receive a grade of "W" in the relevant course(s) for the term requested.

7. The decision on a hardship withdrawal by the campus Dean of Academic Services will be communicated to the student, faculty member(s), department chair, and the Office of Enrollment and Registration Services.

8. The official date of withdrawal will be the last date the student attended class.

9. If the campus Dean of Academic Services does not approve the hardship withdrawal, the student may appeal to the campus Provost, whose decision is final.

### **EQUAL OPPORTUNITY:**

No person shall, on the basis of age, race, religion, color, gender, sexual orientation, national origin or disability, be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any program or activity of Perimeter College at Georgia State University. Any individual with a grievance related to the enforcement of any of the above provisions should contact the Office of Human Resources.

### **FERPA:**

The college also complies with the Family Educational Rights and Privacy Act of 1974 (FERPA), which guarantees any student the right to inspect and review his or her educational records, to challenge the content of the records and to control disclosures from the education records with certain exceptions.

### **AFFIRMATIVE ACTION:**

Georgia Perimeter College adheres to affirmative action policies designed to promote diversity and equal opportunity for all faculty and students.

### **Learning and Tutoring Center**

The LTC offers FREE, walk-in tutoring and academic support at FIVE Perimeter College campuses. The LTC provides a variety of other resources and services to accommodate student needs. All LTCs are equipped with computers, instructional software and internet access. Please visit the LTC's website (i.e. [success.students.gsu.edu/ltc](http://success.students.gsu.edu/ltc)) to find information about locations, hours of operation, tutoring and workshop schedules, handouts, online tutoring and links to online practice resources.

### **Contacts:**

Alpharetta Campus:	Dr. Lizann Gibson, <a href="mailto:lgibson@gsu.edu">lgibson@gsu.edu</a>
Clarkston Campus:	Mary Hamilton, <a href="mailto:mhamilton@gsu.edu">mhamilton@gsu.edu</a>
Decatur Campus:	Sohayla Mohebbi, <a href="mailto:smohebbi@gsu.edu">smohebbi@gsu.edu</a>

Dunwoody Campus: Nancy McDaniel, [nmcdaniel@gsu.edu](mailto:nmcdaniel@gsu.edu)  
Newton Campus: Arne Paulsen, [apaulsen@gsu.edu](mailto:apaulsen@gsu.edu)

The course syllabus provides a general plan for the course; deviations may be necessary.

Your constructive assessment of this course plays an indispensable role in shaping education at Georgia State. Upon completing the course, please take the time to fill out the online course evaluation

Mrs. Shalini Jain.

Lecturer of Chemistry (Perimeter College of Georgia State University)