



General Chem I-22165

CHEM-1311

RT 2022 Section 005 3 Credits 08/23/2021 to 12/12/2021 Modified 08/20/2021

Course Meetings

Course Modality

ONLINE (Anytime)

Welcome and Instructor Information

Instructor: Dr. Nupur Garg

Email: nupur.garg@hccs.edu

Office: Alief-Hayes

Phone: 713-718-5817

What's Exciting About This Course

Chemistry is known as the “central science.” I hope you will learn what this means and how chemistry impacts our daily lives and the world around us. In time, you will gain an appreciation for how chemistry overlaps with other sciences and share my passion for this subject!

My Personal Welcome

Welcome to General Chemistry-!!

I'm delighted that you have chosen this course. I will present the information in the most exciting way I know, so that you can grasp the concepts and apply them now and hopefully throughout your life. As you read and wrestle with new ideas and facts that may challenge you, I am available to support you. The fastest way to reach me is by my HCC email. The best way to really discuss issues is in person and I'm available during posted office hours to tackle any questions you might have. So please visit me or contact me whenever you have a question

Preferred Method of Contact

Please feel free to email me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics. I aim to answer student e-mails in a timely manner (within 24-48 hours M-F; not on weekends and HCC holiday's). Certain e-mails (for example, which require explanation of chapter material) do take longer to answer. Please note: Course correspondence will be sent to your HCC's student email account so please check it regularly. If e-mail doesn't answer your question, you can see me by appointment. Do not wait until the last minute to make any important or urgent request and do allow sufficient time when requesting for any accommodations.

HCC Email Policy

HCC prefers students to communicate only through the HCCS email system to protect your privacy. If you have not activated your HCCS student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

Office Hours

By Appointment

Course Overview

Course Description

This course is intended for students majoring in one of the physical sciences or life sciences, engineering, or for students who are pursuing pre-professional programs in medicine, dentistry, pharmacy, veterinary medicine, or other health programs. The course is also beneficial to students who are preparing themselves for higher level science courses in their respective curricula. Core curriculum course.

Science and engineering majors study atomic structure, chemical reactions, thermodynamics, electronic configuration, chemical bonding, molecular structure, gases, states of matter, and properties of solutions. The laboratory includes appropriate experiments.

Requisites

This course requires college-level reading and writing skills. Research indicates that you are most likely to succeed if you have already taken and passed Reading 0342, Math 0312 and Writing 0310 / 0349 or Math 0312 with INRW 0420. For this course, additional prerequisites are completion of one year of high school chemistry or CHEM 1305 (Introduction to Chemistry) and MATH 1314 (College Algebra). Other minimum requirements for enrollment in CHEM 1311 include placement in college-level reading (or take INRW 0420). It is also highly recommended to take the corresponding lab, CHEM 1111 with CHEM 1311. If you have enrolled in this course having satisfied these prerequisites, you have a higher chance of success than students who have not done so.

Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

Department Website

<https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/chemistry/>

[\(https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/chemistry/\)](https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/chemistry/)

Core Curriculum Objectives (CCOs)

The HCCS Chemistry Discipline Committee has specified that the course address the following core objectives:

- Reading/ Writing: Students will engage in reading and writing activities through the lecture course via required/optional readings of the textbook and class notes as well as practice exercises geared towards mastery of content.
- Speaking/Listening: Students will learn to communicate questions and ideas with the instructor while listening to lecture topics and engaging in meaningful discussion.
- Critical Thinking: Students will demonstrate a deeper understanding of chemical concepts through studying chemical theory and calculations and solving both conceptual and mathematical problems. As the course is comprehensive, content will build on itself and connections to broader chemical topics may also be made.
- Computer/Information Literacy: Students will engage in utilization of computer and written references as resources as they proceed through the course. A LMS is also utilized for the course.

Student Learning Outcomes and Objectives

Program Student Learning Outcomes (PSLOs) for all CHEM Courses

Can be found at <http://learning.hccs.edu/programs/chemistry>

Course Student Learning Outcomes (CSLOs) for CHEM 1311

SLO 1. Give names and formulas of elements, ions, and ionic and molecular compounds.

SLO 2. Categorize, complete, and balance chemical reactions.

SLO 3. Do chemistry calculations involving reaction stoichiometry and energy changes.

SLO 4. Relate the properties of electromagnetic radiation (frequency, wavelength, and energy) to each other and to the energy changes atoms undergo which accompany electronic transitions.

SLO 5. Identify the parts of the periodic table and the trends in periodic properties of atoms.

SLO 6. Relate the properties of gases with the gas laws and extend the application of these relationships to reaction stoichiometry, gas mixtures, and effusion/diffusion of gases.

SLO 7. Depict chemical bonding with dot structures and valence bond theory and determine the molecular shapes (geometry) of molecules based on VSEPR and valence bond theory.

LO 8: Calculate density and relate the value to mass and volume measurements for all physical states.

SLO 9: Covert measurements in Metric, SI, and American systems

SLO 10: Apply thermochemical principles to evaluate work, heat, and energy relationships based on specific heat, calorimetry, and temperature changes.

Learning Objectives for each CSLO can be found at [Learning Objectives for CHEM 1311](#).

Departmental Practices and Procedures

This course requires a comprehensive final exam.

Department Specific Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through class activities, discussions, and lectures
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness and make up
- Provide the course outline and class calendar which will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

To be successful in this class, it is the student's responsibility to:

- Attend "online" class and participate in class discussions and activities
- Read and comprehend the textbook and instructor notes
- Complete the required assignments and exams
- Practice problems
- Ask for help in a timely manner when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Keep up with your grades which will be posted in the Canvas Gradebook
- Attain a raw score of at least 70% on all assignments
- Take the final exam during the designated testing period
- Be aware of and comply with academic honesty policies in the [HCCS Student Handbook](#)

Program-Specific Student Success Information

Add Content Here

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as your guide.

Instructional Materials and Resources

Instructional Materials

The materials listed below are *required* for this course.

1. Brown, LeMay Jr, Bersten, Murphy, Woodward, Stoltzfus. (2015). *Chemistry : The Central Science*, 14th, Pearson, MN.

Either hardcover that contains BOTH volumes I and II (for General Chemistry I and II) ISBN: 978-0-13-441423-2

OR

Softcover Volume I for CHEM 1311 only

ISBN: 978-1-323-85000-8

The texts are included in a package that contains the text as well as an access code and are found at the [HCC Bookstore](#). You may either use a hard copy of the book, or rent the e-book from Pearson.

(Mastering Chemistry access code is not required, it's optional)

2. A Nonprogrammable scientific calculator (no graphing calculators permitted in testing)

3. Web-cam and Internet enabled computer or tablet (required). **Note: Chrome book will not work with Respondus LockDown Browser needed for online exams.**

Temporary Free Access to E-Book

Here is the link to get temporary free access to a digital version of the text for fourteen days:

<< [add link] >>

HCCS-Eagle Online Canvas

This course will use ([Eagle Online Canvas \(https://eagleonline.hccs.edu\)](https://eagleonline.hccs.edu) will use [Eagle Online Canvas \(https://eagleonline.hccs.edu\)](https://eagleonline.hccs.edu) to deliver in-class assignments, exams, and activities. HCCS Open Lab locations may be used to access the Internet and Eagle Online Canvas. It is recommended that you USE [FIREFOX](#) OR [CHROME](#) AS YOUR BROWSER.

Students will be presented with lecture content online, for which they are responsible for studying. The instructor will be available to answer questions and supplement online content upon student request. It is the student's responsibility to log onto the Eagle Online on a regular basis (at least 5x/week) to check for announcements, access course materials, and check email. This is also considered by the College a form of attendance as well as participation in the course. Additionally, students should confirm their correct email address is linked to Eagle Online so that they may send AND receive correspondence from the instructor. It is highly

recommended to download instructional materials well in advance in the case of technical issues so that you are always prepared for class. You may also contact the instructor for material in the event that your Eagle Online access is intermittently restricted due to technical or enrollment issues. Students who no longer appear on the class roster because they have been dropped (for lack of attendance, non-payment, financial aid issues, Etc.) will not have access to Canvas or be able to complete assignments/earn grades.

Canvas Browser Requirements:

- Canvas recommends the use of the latest version of any web browser. It's important to update your web browser regularly.
- Pop-ups must be enabled. Disable your pop-up blockers.
- Javascript must be enabled
- Cookies must be enabled
- Install the most commonly used internet plugins and keep them updated

Eagle Online (Canvas) Video Introduction:

[Part One of the Canvas Training for Students](#) follows the online training version found in Canvas. Topics covered include overview, settings, announcements, and notifications.

[Part Two of the Canvas Training for Students](#) follows the online training version found in Canvas. Topics covered include modules, discussions, assignments, and grades.

Eagle Online (Canvas) Student Guide:

For information about navigating your online course and using Canvas' tools, see the [Canvas Student Guide](#)

Canvas Guides FAQs:

- [How Do I Compose a Message?](#)
- [How Do I Find My Unread Messages?](#)
- [How Do I Set My Notification Preferences?](#)
- [How Do I Add a Text Contact Method in Canvas?](#)
- [How Do I Submit an Online Assignment?](#)
- [How Do I Upload a File to My Assignment Submission?](#)
- [How Do I Reply to a Discussion Topic?](#)
- [How Do I Take a Quiz or Exam?](#)

HCC Online Information and Policies

Here is the link to information about HCC Online classes including the required Online Orientation for all fully online classes: <http://www.hccs.edu/online/>

Scoring Rubrics, Sample Assignments, etc.

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <https://eagleonline.hccs.edu/login/ldap>

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LockDown Browser + Webcam Requirement

This course requires the use of LockDown Browser and a webcam for online exams. The webcam can be the type that is built into your computer or one that plugs in with a USB cable.

Watch this brief video to get a basic understanding of LockDown browser and the webcam feature.

<https://www.respondus.com/products/lockdown-browser/student-movie.shtml>

Download Instructions

Download and install LockDown Browser from this link:

<https://download.respondus.com/lockdown/download.php?id=355612798>

Once Installed

- Start LockDown Browser
- Log into to Canvas
- Navigate to the quiz

Note: You won't be able to access a quiz that requires LockDown Browser with a standard web browser. If this is tried, an error message will indicate that the test requires the use of LockDown Browser. Simply start LockDown Browser and navigate back to the exam to continue.

Guidelines

When taking an online quiz, follow these guidelines:

- Ensure you're in a location where you won't be interrupted-Do not talk during the exam
- Turn off all other devices (e.g. tablets, phones, second computers) and place them outside of your reach
- Before starting the test, know how much time is available for it, and also that you've allotted sufficient time to complete it
- Clear your desk or workspace of all external materials not permitted – **You are only allowed a periodic table, formula sheet, blank scratch paper, a writing utensil, and a calculator.**
- Remain at your computer for the duration of the test
- If the computer, Wi-Fi, or location is different than what was used previously with the "Webcam Check" and "System & Network Check" in LockDown Browser, run the checks again prior to the exam
- To produce a good webcam video, do the following:
 - Avoid wearing baseball caps or hats with brims
 - Ensure your computer or device is on a firm surface (a desk or table). Do NOT have the computer on your lap, a bed, or other surface where the device (or you) are likely to move
 - If using a built-in webcam, avoid readjusting the tilt of the screen after the webcam setup is complete
 - Take the exam in a well-lit room, but avoid backlighting (such as sitting with your back to a window)
- Remember that LockDown Browser will prevent you from accessing other websites or applications; you will be unable to exit the test until all questions are completed and submitted

Getting Help

Several resources are available if you encounter problems with LockDown Browser:

- The Windows and Mac versions of LockDown Browser have a "Help Center" button located on the toolbar. Use the "System & Network Check" to troubleshoot issues. If an exam requires you to use a webcam, also run the "Webcam Check" from this area
- Respondus has a Knowledge Base available from support.respondus.com. Select the "Knowledge Base" link and then select "Respondus LockDown Browser" as the product. If your problem is with a webcam, select "Respondus Monitor" as your product
- If you're still unable to resolve a technical issue with LockDown Browser, go to support.respondus.com and select "Submit a Ticket". Provide detailed information about your problem and what steps you have taken to resolve the problem.

✓ Course Requirements

Assignments, Exams, and Activities

Written Assignment

All course work will be administered online. Details about the assignment availability will be posted at the course website.

Exams

Exams and Make Up Policy: In all, we cover 11 chapters in this course. In the course, there are three non-cumulative regular multiple-choice exams taken ONLINE in Canvas, with between 35 - 40 questions each. Additionally, there is a mandatory comprehensive final (more information below) to be taken Online. All exams times are set to two hours. Note: The final exam may substitute or replace your lowest exam score, including a missed exam (grade zero). If you miss an exam for any reason, your final exam grade will substitute for the missed exam. This is allowed for only ONE exam. All other missed exams will result in a grade of zero. If you take all three exams, and score higher on the final, then the final replaces the lowest exam grade. Exam coverage and dates for testing windows are listed below. Testing for all online regular exams opens on Friday mornings at 8 AM and ends on Saturday evenings at 11:59 PM during the testing windows. Given this large testing window, no extensions will be provided.

Tentative Testing Periods and Exam Coverage:

Exam 1	Online	Chapters 1,2,3	9/24; 8 AM -9/25; 11:59 PM
Exam 2	Online	Chapters 4,5,6	10/22; 8 AM -10/23; 11:59 PM
Exam 3	Online	Chapters 7,8,9	11/19; 8 AM -11/20; 11:59 PM
Final Exam	Online	All Chapters 1-11 (comprehensive)	12/7; 8 AM -12/8; 11:59 PM

Syllabus Modification: The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

It is the Program's hope that providing nontraditional modes of instruction by removing barriers and increasing access to academic resources such as online testing creates more opportunity for students to complete courses and work towards achieving their academic goals. However, some safeguards are needed to ensure that the rigor and academic integrity of the courses are also maintained for the benefit of all students and instructors. **Therefore, for ALL exams taken online, students are asked to download the Respondus Lockdown Browser from Canvas and install it onto their web-cam enabled computer prior to the first testing period.**

If you do not have a computer w/webcam or supported tablet (Note: Chromebook will not work with Respondus LockDown Browser needed for online exams.), you can elect to purchase a separate webcam. It is the students' responsibility to ensure they have proper access to the technology and internet needed to take their exams. Students should also print the periodic table and equation sheet provided on Canvas to use during the exam. A non-graphing calculator may also be used. Please ensure your internet connection is secure and that your device is either plugged into a power source or properly charged to avoid disconnection from Canvas. Students are allowed one attempt at each exam. Students will only be able to access exams via the Respondus browser and no other applications should be open or utilized. The program then uses the webcam of the device on which the exam is being taken to inspect the testing environment. It is only for purposes of maintaining academic integrity so please find a quiet space where you will not be disturbed to take your exam. Put away any material or personal effects you do not wish to be seen in the immediate area. This also includes any course-related material or other electronic devices. The program is enabled to detect unusual activity and flag it so that the instructor may review video of testing, such as the presence of additional devices, leaving the testing area, etc. I would like to foster an environment of mutual trust and respect but we must also maintain the integrity of the course as well and they are mutually exclusive, which is why the College has this system in place. I want everyone to do well and am here to support each of you! Your learning and success is a priority, and I want everyone to have an equal opportunity at that. Essentially treat this time as you would expect any traditional testing environment. Online exams are to be taken by the student himself/herself without any collaboration with

another individual or reference, written, electronic, or online. No communication, verbal, non-verbal, or electronic may be made. All cell phones and communication devices are prohibited. Ensure you have a quiet space to test, without disruption, have used bathroom facilities, and have a dependable internet connection so that you do not have any issues in testing or get flagged. Additionally, exams are timed so you want to ensure you manage it properly.

In-Class Activities

All course related activities will be administered online. Details about the assignment availability will be posted at the course website.

Final Exam

CHEM 1311 Final Exam

Final exam is cumulative and 25% of your grade is from Final exam. Final exam will be administered online and details about the format and date/time will be posted on the course website. All students enrolled in this course must complete the Final Exam. If you foresee any conflict with the final exam date, you must notify me at least two weeks prior to the final exam. No excuse will be accepted afterwards. Students will receive a score of zero for an unexplained or unexcused missed test, and the instructor reserves the right to disqualify your excuse. Exams will use Respondus monitor, therefore web-cam and internet enabled computer is required. All the information students need to prepare for the exam is in the [Final Exam Handbook](#).

Students who are absent from the final exam due to sudden illness, family emergency, or other extenuating circumstances, they can request for an incomplete grade *in writing* with proper documentation within 24 hours afterward. An Incomplete grade cannot be given to a student to gain more time to study or retake the entire course to improve their grade. If you receive an "I" you must arrange with the instructor to complete the course work within six months (by the end of the following long semester). After the deadline, the "I" becomes an "F". All "I" designations must be changed to grades prior to graduation. The changed grade will appear on your record as "I"/Grade (example: "I/A"). I ("Incomplete") is a conditional grade used to indicate that the student has not completed the course. An incomplete grade can be awarded under extraordinary circumstances, only when at least 85% of the course has been completed.

In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

Grading Formula

Grading Scheme:

Exam 1 + Exam 2 + Exam 3	60%
Homework/Quiz/Assignments	15%
Final Exam	25%

- 60% of your course grade is based on three non-cumulative regular multiple-choice exams taken online in Canvas, with between 30-40 multiple choice questions. Additional details about the exams will be posted on the course website. Exams will use Respondus LockDown browser and Web-cam, therefore internet enabled computer is required. There are NO makeups for any missed exams, since the instructor replaces one missed regular exam by the final exam grade. If a student has an unavoidable absence at one regular exam, it will be replaced with the final exam grade after the student submits a valid excuse note. If a student has not missed any regular exams, then their lowest regular exam will be replaced by final exam grade (if higher).

- 15% of your course grade is based on homework, which will be administered online. Details about the assignment availability will be posted on the course website. There are NO makeups for any missed homework, however one missed/lowest homework will be dropped.
- Final exam is cumulative and 25% of your grade is from Final exam. Will be delivered online. Additional details about the exams will be posted on the course website.
- All Exams and homeworks will be available at 'Eagle Online Canvas' course website. Detailed information about the exam and homeworks availability will be posted at the course website. Please follow the online schedule carefully to complete and submit all assignments in a timely manner. You are strongly suggested to not wait until close to the deadline to take the exams or homeworks, in case you encounter any technical difficulties you won't have sufficient time to get help. There are NO makeups for the exams or homeworks and you are allowed only one attempt for each assignment, so prepare and plan wisely to finish them on time. **Failure to complete exam for any reason other than a technical issue by the fault of the College will result in a missed grade.** Should you have a technical issue with Eagle Online, immediately contact the [EO Technical Support](#). They will issue you a problem ticket, this will serve as evidence of you having a technical issue during the exam/assignment. Email a copy of problem ticket ASAP (within 24 hours afterward) to me for makeup assignment consideration. Provide detailed information about your problem and what steps you have taken to resolve the problem. In all cases, the instructor reserves the right to decline or disqualify your excuse.
- Students are not allowed to copy or print any exam or quiz. Students must do their own work, neither give or receive any unauthorized aid during the exams and quizzes, nor violate HCC-scholastic academic policy. Doing so will be considered cheating and will result in disciplinary action.

HCC Grading System

HCC uses the following standard grading system:

Grade	Grade Interpretation	Grade Points
A	Excellent (90-100)	4
B	Good (80-89)	3
C	Fair (70-79)	2
D	Passing (60-69), except in developmental courses.	1
F	Failing (59 and below)	0
FX	Failing due to non-attendance	0
W	Withdrawn	0
I	Incomplete	0
AUD	Audit	0
IP	In Progress. Given only in certain developmental courses. A student must re-enroll to receive credit.	0
COM	Completed. Given in non-credit and continuing education courses.	0

Incomplete Policy

I ("Incomplete") is a conditional grade used to indicate that the student has not completed the course. An incomplete grade can be awarded under extraordinary circumstances, only when at least 85% of the course has been completed. For example, at the end of the semester, if a student misses the final exam due to sudden illness, family emergency, or other extenuating circumstances, they can request for an incomplete grade *in writing* with proper documentation within 24 hours afterward. An Incomplete grade cannot be given to a student to gain more time to study or retake the entire course to improve their grade. If you receive an "I" you must arrange with the instructor to complete the course work within six months. After the deadline, the "I" becomes an "F". All "I" designations must be changed to grades prior to graduation. The changed grade will appear on your record as "I"/Grade (example: "I/A"). For ADA accommodations it's the responsibility of the student to submit an approved accommodation letter to the instructor.

In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

Missed Assignments/Make-Up Policy

All exams and homeworks will be available at 'Eagle Online Canvas' course website. Detailed information about the exams and homeworks availability will be posted at the course website. Please follow the online schedule carefully to complete and submit all assignments in a timely manner. You are strongly suggested to not wait until close to the deadline to take the exams or homeworks in case you encounter any technical difficulties you won't have sufficient time to get help. There are NO makeups for the missed exams or homeworks and you are allowed only one attempt for each assignment, so prepare and plan wisely to finish them on time. **Failure to complete exams or homeworks for any reason other than a technical issue by the fault of the College will result in a missed grade.** Should you have a technical issue with Eagle Online, immediately contact the [EO Technical Support](#). They will issue you a problem ticket, this will serve as evidence of you having a technical issue during the exam/assignment. Email a copy of problem ticket ASAP (within 24 hours afterward) to me for makeup assignment consideration. Provide detailed information about your problem and what steps you have taken to resolve the problem. In all cases, the instructor reserves the right to decline or disqualify your excuse.

- There are NO makeups for any missed exams, since the instructor replaces one missed regular exam by the final exam grade.

If a student has an unavoidable absence at one regular exam, it will be replaced with the final exam grade after the student submits a valid excuse note.

If a student has not missed any regular exams, then their lowest regular exam will be replaced by final exam grade (if higher).

- There are NO makeups for any missed homework, however one missed/lowest homework will be dropped.

Academic Integrity

In this course, I expect you to do your very best and do all your work honestly during the exams and assignments.

Students should work independently (unless instructed to work in-groups) on all the assignments and all exams delivered in the class. Any student who engages in scholastic dishonesty during any class assignment (any type of cheating, copying etc.), will be given a verbal or written warning and NO credit will be given for the particular assignment involved. No makeup will be given for that assignment and for repeated violations the student will receive an "F" in the course.

Any student who engages in scholastic dishonesty may be subject to disciplinary action to include receiving a zero for that exam, removal from the classroom and/or referral to the Dean of Student Services.

You are expected to be familiar with the University's Policy on Academic Honesty, found in the catalog. What that means is: If you are charged with an offense, pleading ignorance of the rules will not help you. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. "Scholastic dishonesty": includes, but is not limited to, cheating on a test, plagiarism, and collusion. There is a ***Zero tolerance*** for any type of academic dishonesty.

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>
(<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>)

Attendance Procedures

Students are expected to attend online classroom regularly. To complete this course successfully:

- Log in to the course daily to read any messages or announcements.
- Keep up with the Course Schedule and the due dates.
- Read the assigned materials (presentations, articles, websites, or chapters).
- Complete the assignments according to the instructions and submit them on time.
- Contact the professor if you have any questions or problems.

This course cannot be completed successfully if a student fails to participate actively or never logs into online classroom. Students who have not logged-in by official day of record will be dropped from the course.

Class attendance is monitored daily. Although it is the student's responsibility to drop a course for nonattendance, the instructor has the authority to drop a student for excessive absences. A student may be dropped from a course after accumulating absences in excess of 12.5 percent of the total hours of instruction (lecture and lab). For example:

- For a 3 credit-hour lecture class meeting 3 hours per week (48 hours of instruction), a student can be dropped after 6 hours of absence.
- For a 4 credit-hour lecture/lab course meeting 6 hours per week (96 hours of instruction), a student can be dropped after 12 hours of absence.

Administrative drops are at the discretion of the instructor. Failure to withdraw officially can result in a grade of "F" in the course.

NOTE: It is the responsibility of the student to withdraw officially from a course.

Student Conduct

VIRTUAL CLASSROOM CONDUCT ([from HCC Online Student Handbook](#))

There are policies and procedures unique to the HCC Online student, but online students are also governed by HCC Policies and Procedures. The HCC Online Student Handbook is located on the HCC Online website at: <https://www.hccs.edu/resources-for/current-students/student-handbook/>

Students who violate these policies and guidelines will be subject to disciplinary action that could include denial of access to course-related email, discussion groups, and chat rooms or even removal from the class.

Abuse of the policy can also result in disciplinary action or a grade of "F" in the course.

Electronic Devices

Online exams are to be taken by the student himself/herself without any collaboration with another individual or reference, written, electronic, or online. No communication, verbal, nonverbal, or electronic may be made. All cell phones and communication devices are prohibited. Ensure you have a quiet space to test, without disruption, have used bathroom facilities, and have a dependable internet connection so that you do not have any issues in testing or get flagged. Additionally, exams are timed so you want to ensure you manage it properly. Graphing calculators are also not permitted during testing.

Devices

It is the Program's hope that providing nontraditional modes of instruction by removing barriers and increasing access to academic resources such as online testing creates more opportunity for students to complete courses and work towards achieving their academic goals. However, some safeguards are needed to ensure that the rigor and academic integrity of the courses are also maintained for the benefit of all students and instructors. **Therefore, for ALL exams taken online, students are asked to download the Respondus Lockdown Browser from Canvas and install it onto their web-cam enabled computer prior to the first testing period.**

If you do not have a computer w/webcam or supported tablet (Note: Chromebook will not work with Respondus LockDown Browser needed for online exams.), you can elect to purchase a separate webcam. It is the students' responsibility to ensure they have proper access to the technology and internet needed to take their exams. Students should also print the periodic table and equation sheet provided on Canvas to use during the exam. A non-graphing calculator may also be used. Please ensure your internet connection is secure and that your device is either plugged into a power source or properly charged to avoid disconnection from Canvas. Students are allowed one attempt at each exam. Students will only be able to access exams via the Respondus browser and no other applications should be open or utilized. The program then uses the webcam of the device on which the exam is being taken to inspect the testing environment. It is only for purposes of maintaining academic integrity so please find a quiet space where you will not be disturbed to take your exam. Put away any material or personal effects you do not wish to be seen in the immediate area. This also includes any course-related material or other electronic devices. The program is enabled to detect unusual activity and flag it so that the instructor may review video of testing, such as the presence of additional devices, leaving the testing area, etc. I would like to foster an environment of mutual trust and respect but we must also maintain the integrity of the course as well and they are mutually exclusive, which is why the College has this system in place. I want everyone to do well and am here to support each of you! Your learning and success is a priority, and I want everyone to have an equal opportunity at that. Essentially treat this time as you would expect any traditional testing environment. Online exams are to be taken by the student himself/herself without any collaboration with another individual or reference, written, electronic, or online. No communication, verbal, non-verbal, or electronic may be made. All cell phones and communication devices are prohibited. Ensure you have a quiet space to test, without disruption, have used bathroom facilities, and have a dependable internet connection so that you do not have any issues in testing or get flagged. Additionally, exams are timed so you want to ensure you manage it properly.

Faculty Statement about Student Success

As with any three-hour lecture course, expect to spend *at least six hours per week* outside of class reading and studying the material. I will provide assignments to help you use those six hours per week wisely. Additional time will be required for written assignments.

Successful completion of this course requires a combination of reading the textbook, attending class, completing assignments in Eagle Online, and participating in class discussions. There is no short cut for success in this course; it requires reading, solving problems and studying the material using the course objectives as your guide.

Faculty-Specific Information Regarding Canvas

This course section will use Canvas (<https://eagleonline.hccs.edu> (<https://eagleonline.hccs.edu>)) to supplement in-class assignments, exams, and activities.

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

Social Justice Statement

Houston Community College is committed to furthering the cause of social justice in our community and beyond. HCC does not discriminate on the basis of race, color, religion, sex, gender identity and expression, national origin, age, disability, sexual orientation, or veteran status. I fully support that commitment and, as such, will work to maintain a positive learning environment based upon open communication, mutual respect, and non-discrimination. In this course, we share in the creation and

maintenance of a positive and safe learning environment. Part of this process includes acknowledging and embracing the differences among us in order to establish and reinforce that each one of us matters. I appreciate your suggestions about how to best maintain this environment of respect. If you experience any type of discrimination, please contact me and/or the Office of Institutional Equity at 713-718-8271.

HCC Policies and Information

HCC Grading System

HCC uses the following standard grading system:

Grade	Grade Interpretation	Grade Points
A	Excellent (90-100)	4
B	Good (80-89)	3
C	Fair (70-79)	2
D	Passing (60-69), except in developmental courses.	1
F	Failing (59 and below)	0
FX	Failing due to non-attendance	0
W	Withdrawn	0
I	Incomplete	0
AUD	Audit	0
IP	In Progress. Given only in certain developmental courses. A student must re-enroll to receive credit.	0
COM	Completed. Given in non-credit and continuing education courses.	0

Link to Policies in Student Handbook

Here's the link to the HCC Student Handbook <https://www.hccs.edu/resources-for/current-students/student-handbook/> (<https://www.hccs.edu/resources-for/current-students/student-handbook/>) In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)

- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

Link to HCC Academic Integrity Statement

<https://www.hccs.edu/resources-for/faculty/student-conduct-resources-for-faculty/> (<https://www.hccs.edu/resources-for/faculty/student-conduct-resources-for-faculty/>)

Campus Carry Link

Here's the link to the HCC information about Campus Carry:

<https://www.hccs.edu/departments/police/campus-carry/> (<https://www.hccs.edu/departments/police/campus-carry/>)

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID \(https://www.hccs.edu/resources-for/current-students/student-e-maileagle-id/\)](https://www.hccs.edu/resources-for/current-students/student-e-maileagle-id/) and activate it now. You may also use Canvas Inbox to communicate.

Office of Institutional Equity

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<https://www.hccs.edu/departments/institutional-equity/> (<https://www.hccs.edu/departments/institutional-equity/>))

Ability Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <https://www.hccs.edu/support-services/ability-services/> (<https://www.hccs.edu/support-services/ability-services/>)

Title IX

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
 Director EEO/Compliance
 Office of Institutional Equity & Diversity

3100 Main
(713) 718-8271
Houston, TX 77266-7517 or Institutional.Equity@hccs.edu (<mailto:Institutional.Equity@hccs.edu>)

<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/> (<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>)

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/> (<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>)

Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as a guide.

Canvas Learning Management System

Canvas is HCC's Learning Management System (LMS), and can be accessed at the following URL:

<https://eagleonline.hccs.edu> (<https://eagleonline.hccs.edu>)

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

HCC Online Information and Policies

Here is the link to information about HCC Online classes, which includes access to the required Online Information Class Preview for all fully online classes: <https://www.hccs.edu/online/> (<https://www.hccs.edu/online/>)

Scoring Rubrics, Sample Assignments, etc.

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <https://eagleonline.hccs.edu/login/ldap> (<https://eagleonline.hccs.edu/login/ldap>)

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments

- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students during office hours, and before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies in the [HCCS Student Handbook \(https://www.hccs.edu/resources-for/current-students/student-handbook/\)](https://www.hccs.edu/resources-for/current-students/student-handbook/)

Sensitive or Mature Course Content

In this college-level course, we may occasionally discuss sensitive or mature content. All members of the classroom environment, from your instructor to your fellow students, are expected to handle potentially controversial subjects with respect and consideration for one another's varied experiences and values.

EGLS3

The EGLS³ ([Evaluation for Greater Learning Student Survey System \(https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/\)](https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS³ surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

<https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/> (<https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>)

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

Student Resources

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services \(https://www.hccs.edu/resources-for/current-students/tutoring/\)](https://www.hccs.edu/resources-for/current-students/tutoring/) website for services provided.

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <https://library.hccs.edu> (<https://library.hccs.edu>).

Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <https://www.hccs.edu/resources->

[for/current-students/supplemental-instruction/ \(https://www.hccs.edu/resources-for/current-students/supplemental-instruction/\)](https://www.hccs.edu/resources-for/current-students/supplemental-instruction/).

Resources for Students:

<https://www.hccs.edu/resources-for/current-students/communicable-diseases/resources-for-students/>
(<https://www.hccs.edu/resources-for/current-students/communicable-diseases/resources-for-students/>)

Basic Needs Resources:

<https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/> (<https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/>)

Student Basic Needs Application:

https://hccs.co1.qualtrics.com/jfe/form/SV_25WyNx7NwMRz1FH
(https://hccs.co1.qualtrics.com/jfe/form/SV_25WyNx7NwMRz1FH)

COVID-19

Here's the link to the HCC information about COVID-19:

<https://www.hccs.edu/resources-for/current-students/communicable-diseases/> (<https://www.hccs.edu/resources-for/current-students/communicable-diseases/>)

Instructional Modalities

In-Person (P)

Safe, face-to-face course with scheduled dates and times

Online on a Schedule (WS)

Fully online course with virtual meetings at scheduled dates and times

Online Anytime (WW)

Traditional online course without scheduled meetings

Hybrid (H)

Course that meets safely 50% face-to-face and 50% virtually

Hybrid Lab (HL)

Lab class that meets safely 50% face-to-face and 50% virtually

Course Calendar

Week #	Lectures	Exams
Week 1	Course Syllabus/Orientation	
8/23	Chapter 1: Matter & Measurement	
Week 2	Chapter 1: Matter & Measurement	
8/30		

Week 3 9/7	Chapter 2: Atoms, Molecules & Ions	
Week 4 9/13	Chapter 3: Chemical Reactions & Stoichiometry	
Week 5 9/20	Review Chapters 1, 2, 3- Exam 1	Exam 1 9/24; 8 AM -9/25; 11:59 PM
Week 6 9/27	Chapter 4: Reactions in Aqueous Solution	
Week 7 10/4	Chapter 5: Thermochemistry*	
Week 8 10/11	Chapter 6: Electronic Structure of Atoms	
Week 9 10/18	Review Chapters 4, 5, 6- Exam 2	Exam 2 10/22; 8 AM -10/23; 11:59 PM
Week 10 10/25	Chapter 7: Periodic properties of the Elements	
Week 11 11/1	Chapter 8: Basic Concepts of Chemical Bonding	
Week 12 11/8	Chapter 9: Molecular Geometry and Bonding Theories	
Week 13 11/15	Review Chapters 7, 8, 9- Exam 3	Exam 3 11/19; 8 AM -11/20; 11:59 PM
Week 14 11/22	Chapter 10: Gases*	
Week 15 11/29	Chapter 11	
Week 16 12/6	Review all chapters for comprehensive Final Exam	

Final Exam	Final Exam (Comprehensive)	FINAL EXAM 12/7; 8 AM -12/8; 11:59 PM
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**NOTE: If using the hardback full volume edition, gas laws chapter is chapter 10. In the custom edition (Vol I), it is chapter 5.*

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

Additional Information

Departmental/Program Information

Please visit the chemistry program page for more about our degree offering, requirements, employment prospects and more.

<https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/chemistry/>

[\(https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/chemistry/\)](https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/chemistry/)

Process for Expressing Concerns about the Course

If you have concerns about any aspect of this course, please reach out to your instructor for assistance first. If your instructor is not able to assist you, then you may wish to contact the Department Chair.

Dr. Emmanuel Ewane, emmanuel.ewane@hccs.edu; 713-718-5414