

Course Policy and Syllabus

Course Title: GENERAL CHEMISTRY LAB I (CHE 1211)

I. Instructor Information

Instructor's name: Mr. Rajeev Khatkhate

Location of Instructor's Office: Beemon Hall Room 113 (Raymond campus)

Office phone number: 601-857-3869

Email address: RNKhatkhate@hindsc.edu

Office hours: MWF 1:00-3:00 pm

II. Course Information:

Course name: *General Chemistry I Lab*

Number: CHE 1211

Credit hours: *1 semester hours*

Section number: H12A

Class (Lab) meeting time (days and times) and location(s): Virtual Online. Available 24/7

Pre-/co-requisite courses: *Prerequisite: One unit of high school chemistry and MAT 1233 or credit in CHE 1313; Corequisite: CHE 1213*

Course Description: *Fundamental principles of inorganic chemistry which assumes some prior knowledge of these principles. Special attention is given to problem solving by dimensional analysis, atomic structure, stoichiometry, chemical equations, bonding, thermochemistry, and the physical properties of gases. Primarily for physical science, engineering, pre-medical, pre-veterinary, pre-dental, pre-medical technology, and biology majors.*

Course Objectives:

.. To provide a firm foundation in chemical concepts and principles while presenting a broad range of topics in a clear concise manner.

- .. To strike a balance between theory and application by incorporating real life examples whenever possible.
- .. To unify the apparently diverse topics which make up general chemistry.
- .. To help students visualize the three-dimensional atomic and molecular structures which form the basis of chemical activity.
- .. To develop students' problem solving and critical thinking skills.
- .. To increase students' awareness of the significant role chemistry plays in contemporary life and to stimulate their curiosity about the "central science".

Course transferability: *Course meets the requirement for a general chemistry course at a four year college and is transferable.*

III. Textbook and Course Materials:

Name, edition, and author: General Chemistry Version 1 2nd edition Lab kit 4251
EScience labs

Instructional Techniques

The students' will be doing lab experiments at home by using the instructions provided on Canvas and chemicals and equipment provided in a lab kit which will have to be purchased by the student . The lab kit may be purchased directly from the company or purchased through the Hinds Community College bookstore. The lab data and reports will be completed using the Canvas learning management system. No visit to the campus will be required.

Methods of Evaluation

- Lab Assignments – The student will conduct approximately 12 experiments and complete lab reports. These assignments will make up 70% of the grade.
- Midterm Exam – The students will take a mid term test during the semester, which will be proctored. The Student will report with a picture ID at a designated time to a APPROVED TEST SITE. Material on the tests will be announced before the dates are set. The midterm test will make up 10% of the grade.
- Comprehensive Final Exam - The final exam is comprehensive covering all units. The final will make up 20% of the grade. It is a proctored test.

Attendance Policy

Students MUST participate during the first week of class in order to remain in the course. Unapproved or late approved financial aid is NOT a reason for not participating. Any student who wishes to remain active in the course, regardless of financial aid status, must participate in the first week and complete at least the orientation survey or any other check-in assignment.

Beginning Summer 2008, the “no-show” policy for online courses through Hinds Community College states:

No shows for online courses should be determined by the following criteria but are ultimately determined by the instructor:

1. A student who has never logged in to the course in the course management system **and** has not communicated an intent to participate to the instructor;
2. A student who has logged in to the course but has not completed the “check-in” assignment **and** has not communicated an intent to participate to the instructor.

Withdrawal Policy:

Beginning Summer 2012, Hinds students can withdraw from online classes through MyHinds. Please visit [MyHinds](#), login, and click on Register and Drop Sections under the Registration header. Students may begin to withdraw from an online class beginning the first day after drop/add. If you are requesting to withdraw from school, you will need to contact the Counseling Office to request a "Complete Withdrawal" form. Please remember to read the section concerning funding and financial aid. Financial Aid may be affected by withdrawal. Students must continue to participate in the course until the withdrawal can be processed.

If you are NOT a Hinds' student, but enrolled from another institution, you will need to contact your Registrar's office at the host institution.

The last day to withdraw from a 2nd 8 week online course for Spring 2017 is Friday, April 21, 2017.

Grading Policy

The final grade points will be determined as follows:

Assignments 70 %

Midterm Test 10 %

Final Exam 20 %

GRADING SCALE:

90.0 – 100	A
80.0 – 89.9	B
70.0 – 79.9	C
60.0 – 69.9	D
Below 60	F

Academic Honesty Policy

Students are expected to uphold the school's standard of conduct relating to academic honesty. Students assume full responsibility for the content and integrity of the academic work they submit. The guiding principle of academic integrity shall be that a student's submitted work, examinations, reports, and projects must be that of the student's own work. Students shall be guilty of violating the honor code if they:

- Represent the work of others as theirs.
- Use or obtain unauthorized assistance in any academic work.
- Give unauthorized assistance to other students.
- Modify, without instructor approval, an examination, paper, record, or report for the purpose of obtaining credit.
- Misrepresent the content of submitted work.

The penalty for violating the honor code is severe. Any student violating the honor code is subject to the guidelines identified in the Student Handbook. If a student is unclear about whether a particular situation may constitute an honor code violation, the student should meet with the instructor to discuss the situation.

Testing Policy

- The student will be evaluated by a midterm test during the semester. For exact date refer to the Course Timeline in the Course Information on your Blackboard course site. This tests will be proctored.
- The final exam will be comprehensive and cover all the material learned during the semester.

Official Hinds CC Notice of Non-discrimination Statement:

In compliance with the following: Title VI of the Civil Rights Act of 1964, Title IX, Education Amendments of 1972 of the Higher Education Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and other applicable Federal and State Acts, Hinds Community College offers equal education and employment opportunities and does not discriminate on the basis of race, color, national origin, religion, sex, age, disability or veteran status in its educational programs and activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Dr. Debra Mays-Jackson, Vice President for Administrative Services
34175 Hwy. 18, Utica, MS 39175
601.885.7002

Dr. Tyrone Jackson, Associate Vice President for Student Services & Title IX Coordinator
Box 1100 Raymond Campus (Denton Hall 221), Raymond, MS 39154 601.857.3232
titleIX@hindsc.edu

Official Hinds CC Disability Support Services Statement:

Hinds Community College provides reasonable and appropriate accommodations for students with disabilities. Disability Services staff members verify eligibility for accommodations and work with eligible students who have self-identified and provided current documentation. Students with disabilities should schedule an appointment with the designated Disability Services staff member on their respective campuses to establish a plan for reasonable, appropriate classroom accommodations.

Rankin Campus Carol McLaurin 601.936.5544

Raymond Campus Mark Palmer 601.857.3646

Jackson Campus – ATC Latoya Reed 601.987.8148

Jackson Campus – NAHC Cooper McCachren 601.376.4803

Utica Campus Sylvia Walker 601.885.7043

Vicksburg-Warren Campus Raina Deer 601.629.6807

Video Surveillance

Hinds Community College utilizes Video Surveillance Cameras in order to enhance security and personal safety on its campuses. It has been determined that use of this equipment may prevent losses and aid in the law enforcement activities of the Hinds Campus Police. To ensure the

protection of individual privacy rights in accordance with the law, a formal Policy on the Use and Installation of Video Surveillance Equipment has been written to standardize procedures for the installation of this type of equipment and the handling, viewing, retention, and destruction of recorded media. Under no circumstances shall the contents of any captured audio or video recordings be exploited for purposes of profit or commercial publication, nor shall recordings be publicly distributed except as may be required by law.

Netiquette

The term "netiquette" is a compound of the words "network" and "etiquette". It refers to acceptable codes of practice for interacting with others while online. In order to prevent misunderstandings and promote engaging and meaningful collaboration, extra care must be taken into how you express yourself in your written communication

How to Communicate

Be professional as you communicate. Reread your written text before posting or emailing. In much of the corporate world, writing in all caps is considered yelling and, therefore, is not acceptable in any online communication, nor is texting lingo.

- **Be considerate.** Think about how your words affect others.
- **Be respectful** of the opinions of others and respect your instructor.
- **Be calm.** Try to keep your emotions out of class.
- **Humor and sarcasm.** Because there are no visual cues in distance education, humor and sarcasm are impossible to discern. Be very careful when interjecting humor and refrain from using any remarks that are sarcastic in nature.
- **Harassment and other offensive behavior.** The online learning environment is no place to harass, threaten, or embarrass others. Comments that can be viewed, as offensive, sexist, or racially motivated will not be tolerated.
- **Offensive material.** Students may not post, transmit, promote, or distribute content that is racially, religiously, or ethnically offensive or is harmful, abusive, vulgar, sexually explicit, otherwise potentially offensive.
- **Copyrights and intellectual property.** Plagiarism will not be tolerated. Ideas that are copied should always be cited correctly.