INSTRUCTOR: Dr. Rebecca Laird; rebecca-laird@uiowa.edu;


COURSE DELIVERY: Lectures has been prerecorded and are posted under the modules of the course ICON site. Students may watch these videos at any time as they fit their schedule. I have posted a guide schedule for a suggested pace.

TECHNOLOGICAL DETAILS: This course is being delivered online. This means that students must be able to access all online components of the course. Tools that will be needed include but are not limited to: reliable internet connection, computer/laptop/tablet, and speakers/headphones. Online content for the course will be managed using the ICON (Iowa Courses Online) system (http://icon.uiowa.edu/index.shtml). The site will be used to post: lecture videos under UICapture, copies of the slides used in class, practice exams, exam keys, homework links, announcements, and other materials. I expect that you will check our ICON site and your uiowa email regularly. All email correspondence must be managed through your uiowa email address.

OFFICE HOURS: I will be hosting open office hours via Zoom during the first half of the lecture periods on Mondays and Wednesdays. These office hours are meant to address student questions and assist with course content. No appointment is needed to attend. The sessions will not be recorded. I will hold two 30-minute sessions each week. These sessions will be on Mondays and Wednesdays from 10:30-11:00am. Links to the zoom sessions will be posted under the Zoom module of the course ICON site. If a student is not able to attend these sessions but still has questions, please contact me via email.

COURSE DESCRIPTION: This course will focus on developing both chemical and scientific literacy to better understand the world around us. While building a foundational knowledge of chemistry, this knowledge will, whenever possible, be applied to “real-world” events occurring in our media, food production, fuel resources, plastics and materials productions, sustainability, and other facets of our daily lives.
COURSE GRADES: Final course grades will be assessed based on student’s performance in the following items:

<table>
<thead>
<tr>
<th>Graded Item</th>
<th>Points</th>
<th>Percent of total grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 exams (90 points each)</td>
<td>270</td>
<td>54%</td>
</tr>
<tr>
<td>11 homework assignments (10 points each)</td>
<td>110</td>
<td>22%</td>
</tr>
<tr>
<td>Weekly participation questionnaires (2 points each)</td>
<td>30</td>
<td>6%</td>
</tr>
<tr>
<td>Course Expectations Quiz</td>
<td>10</td>
<td>2%</td>
</tr>
<tr>
<td>Introduction assignment</td>
<td>30</td>
<td>6%</td>
</tr>
<tr>
<td>Final assignment</td>
<td>50</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>500</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

For a small-enrollment course, such as ours, the College of Liberal Arts and Sciences strongly suggests a Criterion-Referenced grading scheme with the following percent equivalencies.

100-99% A+   89-87% B+   79-77% C+   69-67% D+   59-0% F
98-93% A    86-83% B    76-73% C    66-63% D
92-90% A-   82-80% B-   72-70% C-   62-60% D-

All of your scores will be posted on ICON.

EXAM SCHEDULE: Exams dates, times and places are given below.

<table>
<thead>
<tr>
<th>Exam</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sept. 22</td>
<td>50 minutes</td>
<td>online</td>
</tr>
<tr>
<td>2</td>
<td>Oct. 20</td>
<td>50 minutes</td>
<td>online</td>
</tr>
<tr>
<td>3</td>
<td>Dec. 1</td>
<td>50 minutes</td>
<td>online</td>
</tr>
</tbody>
</table>

EXAMINATIONS: There will be three exams held on the dates listed above. There will be no final exam for this course. Each exam will be open note/open book. This includes only material from our course. (i.e.- these do not include “google” or other course helper sites, or any other person.) If a student is caught using other types of aid, that student will be reported to the college for academic misconduct. All exams will be multiple choice and will be taken on ICON. Exams will be found under the quizzes module. The multiple-choice exams will be available on ICON from 12:01am-11:59pm on the exam day. Once a student starts the exam, they will have 50 minutes to complete the exam. The exam must be completed in one-sitting (i.e.-if a student closes out of the exam, the timer does not stop.)

Each exam is comprehensive but will emphasize material since the previous exam. Chemistry builds on what was learned before, it is important to continually add to your fountain of knowledge. Exams must touch on material that was learned earlier in the semester, but in most instances, we will use concepts that we covered since the previous exam. It is wise to review all of the material since Day 1 for each exam.

Anything that is covered through the end of the Unit on ICON may be covered on the exam.
**MAKE-UP EXAMS:** Make-up exams will be given under exceptional circumstances only (including but not limited to: personal illness, family emergency, etc.). You must sign up for the make-up and give an acceptable reason before the regular exam is given. Under no circumstances will a make-up be given to take the place of a regular exam taken earlier. To sign up for a make-up exam, email the instructor prior to the regular exam with the reason for your absence.

**HOMEWORK:** The online homework on Achieve will force you to draw structures, learn concepts, and prepare you to excel in this course. These problems are critical to learning chemistry, so we will take advantage of Achieve.

I will post one homework assignments for each chapter (chapter 1-11) the due date and time will be clearly listed in Achieve and on the course schedule. You should assume we are going to have regular homework assignments and look on Achieve for them.

The homework questions will be assigned at random from a pool of questions so if students wish to work together, they may still get different questions. Because of this, I am assigning the homework as “full collaboration”. That phrase means that you may work with your classmates, friends, tutors, or anyone else to complete the homework. You may work alone if you wish, but no penalty will be given to those who work together. This policy does not mean that you should copy someone else’s homework; that is not allowed and will be viewed as cheating. You must make an honest effort to complete the homework and understand the answers. One good method to know if you understand the answers is to ask yourself if you can reproduce your homework if you needed to repeat the assignment alone. If you can reproduce your homework, you have some level of understanding of it. Homework is an excellent vehicle for learning class material, take advantage of this opportunity and you will do well on the exams.

The instructions and due date for each assignment will be clearly listed on each assignment. No late homework will be graded nor will extensions be given without University approved reason. If you anticipate not being able to complete an assignment by the due date, please reach out to me for further discussion.

**PARTICIPATION QUESTIONNAIRES:** Over the duration of the semester, I will release 15 participation questionnaires through the course ICON site. These questionnaires will be used to seek out feedback from students on topics such as: current study tools being used, topics students are struggling with most, etc. Questions will be graded on completion, not on “right/wrong.” Each questionnaire will be worth 2 points. The close date (due date) for each questionnaire will be clearly listed on the ICON site. Because these questionnaires are meant to provide “real-time” feedback relevant to the course at its current state, no late questionnaires will be graded, nor will extensions be given without University approved reason. If you anticipate not being able to complete an assignment by the due date, please reach out to me for further discussion.

**COURSE EXPECTATIONS QUIZ**
The course expectations quiz is a short, multiple-choice quiz given during the first week of classes. The quiz will ask questions regarding topics covered in the course syllabus. The quiz will be found under the quiz tab on the course ICON page.
INTRODUCTORY ASSIGNMENT
The introductory assignment is a written, reflective assignment at the beginning of the semester. The assignment is meant to encourage students to think introspectively about the course overall and their experience with chemistry in their day-to-day lives. The assignment will be found under the assignments tab on the course ICON page.

FINAL ASSIGNMENT
The final assignment will be given in place of a final exam. The assignment will be a written, reflective assignment at the end of the semester, and is meant to serve as an “end-cap” to the original introductory assignment. Students will be asked to think introspectively about their experience in the course and comment on potential changes in their perspective of chemistry in their daily lives.

ZOOM: Office hours will be held through Zoom virtual meetings. To maintain professionalism, the following rules will be followed by all Zoom participants:
- No profanity or vulgar language will be allowed
- Appropriate dress is required any time video is used
- Keep all posts and comments related to course work
- Only UI students enrolled in the course may join, participate, or be visible during our zoom sessions.

I reserve the right to bar any student who does not adhere to these rules after the first offense.

ADMINISTRATIVE INFORMATION:

DROP-ADD SLIPS: For information on making any changes in registration, please visit the Office of the Registrar’s site listed below:
https://registrar.uiowa.edu/changes-registration

DROP DATES: Deadline Date: September 03, 2021: last day to drop a course without a W. Deadline Date: November 01, 2021: Last day to drop without Dean’s approval.

DEPARTMENTAL HOME: Department of Chemistry

DEPARTMENTAL CONTACT INFORMATION: Len MacGillivray, DEO, E331 CB; Lindsay Elliott, Secretary to the Chair, E331 CB, 319-335-0200.

ADMINISTRATIVE HOME
The administrative home of this course is the College of Liberal Arts and Sciences, which governs academic matters relating to the course such as the add/drop deadlines, the second-grade-only option, issues concerning academic fraud or academic probation, and how credits are applied for various graduation requirements. Different colleges might have different policies. If you have questions about these or other CLAS policies, contact your academic advisor or the Office of Academic Programs and Student Development, 120 Schaeffer Hall, (319) 335-2633, clasps@uiowa.edu. The CLAS Academic Policies Handbook also contains important CLAS academic policy: http://clas.uiowa.edu/students/handbook.
CLASS RECORDINGS: PRIVACY AND SHARING
Some of the sessions of a course could be recorded or live-streamed. Such recordings/streaming will only be available to students registered for this class. These recordings are the intellectual property of the faculty, and they may not be shared or reproduced without the explicit, written consent of the faculty member. Further, students may not share these sessions with those not in the class or upload them to any other online environment. Doing so would be a breach of the Code of Student Conduct, and, in some cases, a violation of the Federal Education Rights and Privacy Act (FERPA).

ELECTRONIC COMMUNICATION
University policy specifies that students are responsible for all official correspondences sent to their University of Iowa e-mail address (@uiowa.edu). Faculty and students should use this account for correspondences (Operations Manual, III.15.2, k.11).

NETIQUETTE
The term “netiquette” refers to the do’s and don’ts of online communication. As it applies to this online course, it is our expectation that you will communicate effectively and respectfully with each other, the instructors, and our guest speakers. Follow this link to learn more about The Core Rules of Netiquette.

FREE SPEECH AND EXPRESSION
The University of Iowa supports and upholds the First Amendment protection of freedom of speech and the principles of academic and artistic freedom. We are committed to open inquiry, vigorous debate, and creative expression inside and outside of the classroom. Visit the Free Speech at Iowa website for more information on the university’s policies on free speech and academic freedom.

ACCOMMODATIONS FOR STUDENTS WITH DISABILITY
The University is committed to providing an educational experience that is accessible to all students. If a student has a diagnosed disability or other disabling condition that may impact the student’s ability to complete the course requirements as stated in the syllabus, the student may seek accommodations through Student Disability Services (SDS). SDS is responsible for making Letters of Accommodation (LOA) available to the student. The student must provide a LOA to the instructor as early in the semester as possible, but requests not made at least two weeks prior to the scheduled activity for which an accommodation is sought may not be accommodated. The LOA will specify what reasonable course accommodations the student is eligible for and those the instructor should provide. Additional information can be found on the SDS website.

ABSENCE FOR RELIGIOUS HOLY DAYS
The University is prepared to make reasonable accommodations for students whose religious holy days coincide with their classroom assignments, test schedules, and attendance expectations. Students must notify their instructors in writing of any such Religious Holy Day conflicts or absences within the first few days of the semester or session, and no later than the third week of the semester. If the conflict or absence will occur within the first three weeks of
the semester, the student should notify the instructor as soon as possible. See Operations Manual 8.2 Absences for Religious Holy Days for additional information.

ACADEMIC MISCONDUCT
All forms of plagiarism and any other activities that result in a student presenting work that is not his or her own are academic fraud. All academic fraud is reported to the departmental DEO and then to the Associate Dean for the Office of Academic Programs and Student Development. All incidents of academic misconduct (plagiarism and cheating) will be subject to the rules and regulations of the College of Liberal Arts and Sciences as defined and stated in section IX of the Academic Policies Handbook (http://clas.uiowa.edu/students/handbook).

COMPLAINT PROCEDURES
If at any time you have concerns about this class or your performance in it, please do not hesitate to contact me. If you do not feel that your concern has been resolved satisfactorily, you may contact the Department Chair (contact information provided at the top of page one of this syllabus). If you still do not feel that your concern has been resolved satisfactorily, you may contact the College of Liberal Arts and Sciences Office of Academic Programs and Student Development, 120 Schaeffer Hall, (319) 335-2633, clasps@uiowa.edu. All complaints must be made within six months of the incident. The College's complaint procedures are in section IX of the Academic Policies Handbook (http://clas.uiowa.edu/students/handbook).

UNDERSTANDING SEXUAL HARASSMENT
Sexual harassment subverts the mission of the University and threatens the well-being of students, faculty, and staff. All members of the UI community have a responsibility to uphold this mission and to contribute to a safe environment that enhances learning. Incidents of sexual harassment should be reported immediately. See the UI Comprehensive Guide on Sexual Harassment for assistance, definitions, and the full University policy.

DIVERSITY STATEMENT
In keeping with University non-discrimination policy, we aim to ensure this online classroom is a safe and respectful space where people are welcomed irrespective of their identity, appearance, or presentation. We will endeavor to not assume anyone’s gender, sexual, racial, religious, or other identities without their voluntary input, nor to impose such identities on them without their consent.

The University of Iowa prohibits discrimination in employment, educational programs, and activities on the basis of race, creed, color, religion, national origin, age, sex, pregnancy, disability, genetic information, status as a U.S. veteran, service in the U.S. military, sexual orientation, gender identity, associational preferences, or any other classification that deprives the person of consideration as an individual. The university also affirms its commitment to providing equal opportunities and equal access to university facilities.

For additional information on nondiscrimination policies, contact the Director, Office of Equal Opportunity and Diversity, the University of Iowa, 202 Jessup Hall, Iowa City, IA 52242-1316, 319-335-0705 (voice), 319-335-0697 (TDD), diversity@uiowa.edu.
Respect for Diversity: It is my intent that students from all diverse backgrounds and perspectives be well-served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that students bring to this class be viewed as a resource, strength and benefit. It is my intent to present materials and activities that are respectful of diversity: gender, sexual orientation, disability, age, socioeconomic status, ethnicity, race, culture, perspective, and other background characteristics. Your suggestions about how to improve the value of diversity in this course are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally or for other students or student groups.

In addition, in scheduling exams, I have attempted to avoid conflicts with major religious holidays. If, however, I have inadvertently scheduled an exam or major deadline that creates a conflict with your religious observances, please let me know as soon as possible so that we can make other arrangements.

BASIC NEEDS AND SUPPORT FOR STUDENTS
Student Care & Assistance provides assistance to University of Iowa students experiencing a variety of crisis and emergency situations, including but not limited to medical issues, family emergencies, unexpected challenges, and sourcing basic needs such as food and shelter. More information on the resources related to basic needs can be found at: basicneeds.uiowa.edu/resources/. Students are encouraged to contact Student Care & Assistance in the Office of the Dean of Students (Room 135 IMU, dos-assistance@uiowa.edu, or 319-335-1162) for support and assistance with resources.

MENTAL HEALTH
As a student you may experience a range of issues that can cause barriers to learning. These might include strained relationships, anxiety, high levels of stress, alcohol/drug problems, feeling down, or loss of motivation. University Counseling Services is here to help with these or other issues you may experience. You can learn about the free, confidential mental health services available on campus by calling 319-335-7294 or visiting https://counseling.uiowa.edu/. Help is always available.

Students are always welcome to reach out to me, but please note that I am a mandatory reporter. If a student does not wish to disclose information to me, but is still in need to help, I highly recommend University Counseling Services as a confidential source of aid.