This is a sample syllabus for CHM1045. Students should reference the section syllabus provided at the beginning of the semester for specifics regarding assignments and grade assignments.
CHM 1045 is the first course in a sequence of general chemistry courses designed for science majors, engineering, premed, etc., and those wishing to take a rigorous sequence of courses to satisfy the natural science requirement for liberal studies.

College algebra (MAC 1105 or above) is a prerequisite for this course. While the course is not mathematically intense, you will need to have a facility for solving simple mathematical equations.

**TEXTBOOK:** The required text for this course is "Chemistry," provided by OpenStax, a free book downloadable from the Canvas site for the course or directly from OpenStax [https://openstax.org/details/books/chemistry-2e](https://openstax.org/details/books/chemistry-2e).

**LECTURE:** The PowerPoint slides that are used in the lectures will be available for you to download from Canvas prior to the lecture.

**Recording Class Lectures.** Students are permitted to make recordings of class lectures for a class in which the student is enrolled for personal educational use. A class lecture is defined as an educational presentation delivered by the instructor as part of a university course intended to inform or teach enrolled students about a particular subject. Recording class activities other than class lectures, including but not limited to lab or recitation sessions; student presentations (whether individually or part of a group); class discussions (except when incidental to the lecture); academic exercises involving student participation; test or examination administrations; field trips; and private conversations between students in the class or between a student and the faculty member is prohibited. Recordings may not be used as a substitute for class participation and class attendance and recordings may not be published or shared without the written consent of the faculty member. Failure to adhere to these requirements may constitute a violation of FSU’s Student Code of Conduct and possibly have legal consequences. Students who record class lectures are asked to do so in ways that do not make others feel reluctant to ask questions, explore new ideas, or otherwise participate in class. Students must monitor their recording so that they do not include participation by other students without permission. Students with disabilities will continue to have appropriate accommodations for recordings as established by the Office of Accessibility Services.

However, any class recording that personally identifies a student who has not consented to be recorded will not be recognized as a part of a class lecture for these purposes, and such a recording may be subject to other laws or institutional policies such as the Code of Student Conduct.

A class lecture recording may not be published without the written consent of the instructor, except that it may be shared with university officials or state and federal government officials in connection with a complaint to the university or used as evidence in a criminal or civil proceeding. Violation of this provision may subject the student to disciplinary action by the university and/or to a legal action by a person injured by the publication.

To **publish** means to share, transmit, circulate, distribute, or otherwise provide access to the recording, regardless of format or medium, to another person, or persons, including but not limited to another student in the class. Additionally, a recording, or transcript of the recording, is published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to: social media, book, magazine, newspaper, leaflet, picket signs, or any mode of print.
**ATTENDANCE:** Attendance is only taken on the first day of class as required by the University. You absolutely must be there on the first day of class or you will be dropped from the course (this is University policy).

**COVID CONSIDERATIONS:** Due to the current COVID-19 Pandemic, the following safety requirements are in place to minimize exposure to the Florida State University community. These guidelines apply to all face-to-face (in-person) classes held either inside an FSU building or outside. These guidelines are in place to ensure the safety of all students, faculty, and staff during the pandemic. Anyone who does not comply will be in violation of the University’s Student Conduct Code ([https://sccs.fsu.edu/conduct-codes/student-conductcodes](https://sccs.fsu.edu/conduct-codes/student-conductcodes)), specifically violation B.2, “Action(s) that imminently endanger the health, or safety of another person or group” (p. 10).

Face coverings are recommended for all students and faculty while in class, no matter the size of the space. Following this recommendation can minimize the transmission of the virus, which is spread between people interacting in close proximity through speaking, coughing, or sneezing. The CDC recommends wearing a cloth face covering in public settings. For outdoor class settings where social distancing is not possible (i.e., enabling at least six feet space between individuals), face coverings are recommended to also be worn.

Face coverings are not a substitute for social distancing. Students shall observe current social distancing guidelines in all instructional spaces, both indoors and outdoors. Students should avoid congregating around instructional space entrances before and after class sessions. Students should exit the instructional space immediately after the end of class to help ensure social distancing and to allow for those attending the next scheduled class session to enter. If directional traffic guidelines are in place for an instructional space, students must follow them.

At the present time the class is going forward in a face-to-face mode of teaching. If this should change due the COVID outbreak we will move to online synchronous delivery (Zoom) of lectures and online administration and grading of exams (Canvas). If this occurs, a revised syllabus will be posted outlining the implementation details.

**OFFICE HOURS:** I will always meet with students who wish to meet with me by appointment.

**RECITATION:** The section you are in determines which recitation class period you are in. Recitations are on Monday at a time determined by the section in which you are enrolled. Attendance at recitation is mandatory as it represents an integral part of the course.

<table>
<thead>
<tr>
<th>Section</th>
<th>Day/Time</th>
<th>Location</th>
<th>Instructor</th>
<th>e-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Just as with any in-person course, regular attendance is expected; please make schedule adjustments now to ensure you will be able to meet during our scheduled class times. See information given for the Attendance Policy to learn about graded assessments given during class meeting times.

COURSE MATERIALS:

Downloadable materials related to the course are posted in the Canvas Site at: https://canvas.fsu.edu/

Posted to the website are old exams and keys. Note that these exams are for study and practice and do not resemble the exams that you will be given, which are multiple choice. Also available on the Canvas site for the course is a list of selected problems from the end of the chapter that are most relevant to the topics covered.

The work posted on the Canvas site is the intellectual property of the instructor and is provided to students solely for their private study, scholarship, or research. Any further reproduction or dissemination of this work for purposes in excess of "fair use" may constitute copyright infringement.

HOMEWORK: Working problems are essential for your success in this course. The more you practice, the better you are likely to do. There are no graded homework problems assigned; however, as mentioned, suggested problems from the textbook that reinforce each chapter’s important concepts are posted on the course web site (Canvas). The suggested problems are a good starting point, but it is recommended that you work additional problems at the end of the chapter. If you have difficulty understanding how a specific problem is worked, it should be given to your recitation instructor to work during recitation.

HELP: If you have trouble understanding the material or working the problems, there are numerous available resources. Recitation and your recitation instructor (who will have regular office hours) should be consulted first. I am available during my posted office hours or by appointment.

Free Tutoring from FSU:
On-campus tutoring and writing assistance are available for many courses at Florida State University. For more information, visit the Academic Center for Excellence (ACE) Tutoring Services' comprehensive list of on-campus tutoring options – see https://ace.fsu.edu/tutoring. High-quality tutoring is available by appointment and on a walk-in basis. These services are offered by tutors trained to encourage the highest level of individual academic success while upholding personal academic integrity.

Finally, the web site for the Department of Chemistry and Biochemistry has a list of available tutors (this is not a free service).

EXAMS: There will be three fifty-minute exams plus a final, covering approximately three-four chapters each. The exams will be administered during class times. Exams will be multiple choice. The tentative exam schedule is:

<table>
<thead>
<tr>
<th>Exam</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam I</td>
<td>September 21</td>
</tr>
<tr>
<td>Exam II</td>
<td>October 19</td>
</tr>
<tr>
<td>Exam III</td>
<td>November 16</td>
</tr>
<tr>
<td>Final</td>
<td>Wednesday, December 7th, 10:00-12:00</td>
</tr>
<tr>
<td></td>
<td>Location to be Announced</td>
</tr>
</tbody>
</table>

Note: I reserve the right to shift the day of an exam. While I will never move to an earlier date I may move it to a later one.

Graphing calculators are forbidden during exams, and you will not be allowed to take the exam with one. Likewise, cell phones cannot be accessed for any reason during the exam.
If I determine that an exam has been compromised so that the grades do not reflect scores earned, I reserve the right to eliminate the exam and compute the final grades based on the remaining grades.

**MAKEUP EXAMS:** While I understand that there are times when circumstances will cause students to miss an exam, I highly discourage missing an exam unless necessary. Makeup exams are only given for well-documented excuses. For medical excuses, there must be a written note from a doctor or health services stating that be excused from class on the day of the exam. Any other absence must be similarly documented.

**You must alert me before the regularly scheduled exam. I will give only one makeup exam for every midterm administered during class time the following week.**

If you miss the makeup for a legitimate reason, a makeup exam will be given during the final week of class. That exam will be comprehensive.

**FINAL EXAM:** The Final Exam is a Block Exam. Please note, the University has stringent policies about final exams. The final exam is not administered at any other time other than when it is scheduled. If another final exam conflicts with the final in this class, our class takes precedence.

The exams will be worth 100 points each, and the final exam is comprehensive and is worth 200 points. We will provide a periodic table.

**EXAM GRADING**

**GRADING SCALE:**

<table>
<thead>
<tr>
<th>Exams</th>
<th>300 points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final</td>
<td>200 points</td>
</tr>
<tr>
<td>Liberal Studies</td>
<td>20 points</td>
</tr>
</tbody>
</table>

Total 520 points

The exams are multiple choice, and each midterm is composed of 25 questions. The final is worth 200 points. A letter grade scale is assigned to a range of numerical scores depending on the distribution of scores for a particular exam. For example, the A range for a particular exam in the course may correspond to a numerical range of 85-100 while for a subsequent exam it may correspond to 79-100. The grading scale for individual exams is posted only so that you will know how you are doing after each exam relative to the rest of the class. **It is important to note, the individual letter grades distribution for the exam are not recorded or used in any way by me, instead, at the end of the course, the total points earned, which is the sum of the three exam grades, the final and the Liberal Studies score are used to determine your final letter grade.** In a typical course I give approximately 10-17 % of the class an A grade (A and A-), 20-30 % B (B+, B, B-), 40-50 % C (C+, C, C-) the remainder are spread out over D and F (I do not give +/- on those grades). There is a Liberal Studies component of the course that accounts for 20 points (4% of the total grade). This grade is based on outside reading and a written assignment that will be announced later in the semester.

The final letter grades for the course is determined from the distribution of final numerical scores in the class (i.e. the sum of all exams and quizzes). The grading scale will depend on the average of the class and the distribution of scores above and below that average. It the average falls somewhere in the 70% range or above, then the grade will likely comply with a standard 90-100% A, 80-90% B, 70-80% C grading scale. If the average is below that then we “curve” the exam, by adjusting the letter grades to cover a wider range of numerical scores. So, if say, the average for the course is somewhere
in the 60% range, the A range might be 85-100 % A and 75-85 % B etc. Note that a “curve” for the course, does not involve any manipulation of the numerical score but the assignment of letter grades to a particular numerical score.

**DISCLAIMER**

Except for changes that substantially affect implementation of the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with advance notice.

**PRE Program @ ACE: Free Academic Assistance:**

This class will be participating in the Proactive Referral and Engagement (PRE) program (http://ace.fsu.edu/pre), a new initiative at FSU that is supported by the Office of the Provost. The purpose of this program is to give you early academic assistance and advice so that you succeed in this class. Therefore, your course instructor may share information about your class performance with the coordinator of this program, Dr. Samantha Nix, who may reach out to you via email or phone. She is able to connect you to one-on-one assistance with time management, developing a study plan, finding tutoring, and/or connecting with offices to support your success. While you are encouraged to take advantage of any academic support that she offers, you are in no way obligated to respond. If you would like to contact Dr. Nix for assistance yourself, please use the information below:

Samantha Nix  
Email: SNix@fsu.edu Phone: 850-645-4047  
Office: William Johnston Building G015

**University Attendance Policy:**

Excused absences include documented illness, deaths in the family and other documented crises, call to active military duty or jury duty, religious holy days, and official University activities. These absences will be accommodated in a way that does not arbitrarily penalize students who have a valid excuse. Consideration will also be given to students whose dependent children experience serious illness.

Each student shall, upon notifying their instructor as soon as possible upon receipt of the course syllabus— but no later than two weeks before the religious holy day, be excused from class to observe a religious holy day of their faith. For an absence, resulting from a scheduled event, to be judged whether it is or is not an excused absence by the instructor, the student shall notify the instructor as soon as possible, but no later than two weeks prior to the scheduled event, and provide to the instructor documentation with the date indicating when the event leading to the absence was scheduled. For an unexpected absence, the student shall notify the instructor and provide documentation as soon as possible—but no later than 24 hours after the absence, so that the instructor can judge whether the absence is or is not an excused absence.

For an absence that is not excused, any missed graded assessment is assigned a grade of 0. For an excused absence, the student shall contact the instructor no later than 24 hours after the absence to schedule a make-up assessment for any missed graded assessment. The make-up assessment is to be taken within 48 hours after the student is cleared to do coursework.

In addition to documentation provided by typical official professional entities, the instructor may refer the student seeking documentation to the FSU Case Management Services (https://dsst.fsu.edu/cms) or the FSU Victim Advocate Program (https://dsst.fsu.edu/vap).

Depending on whether the circumstances associated with absences are extreme, the instructor may advise the student to consult with their academic advisor or with advisors in the dean’s office associated with the student’s major to learn
about options of withdrawal from the course. After these options are explored and in rare instances, the instructor may give the student the opportunity to receive a grade of “incomplete.”

**Academic Honor Policy:**
The Florida State University Academic Honor Policy outlines the University’s expectations for the integrity of students’ academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty members throughout the process. Students are responsible for reading the Academic Honor Policy and for living up to their pledge to “. . . be honest and truthful and . . . [to] strive for personal and institutional integrity at Florida State University.” (Florida State University Academic Honor Policy, found at http://dof.fsu.edu/honorpolicy.htm.)

**Americans with Disabilities Act:**
Students with disabilities needing academic accommodation should:
(1) register with and provide documentation to the Office of Accessibility Services; and
(2) request a letter from the Office of Accessibility Services to be sent to the instructor indicating the need for accommodation and what type; and
(3) meet (in person, via phone, email, skype, zoom, etc…) with each instructor to whom a letter of accommodation was sent to review approved accommodations.

This syllabus and other class materials are available in alternative format upon request.

For more information about services available to FSU students with disabilities, contact the:

Office of Accessibility Services
874 Traditions Way
108 Student Services Building
Florida State University
Tallahassee, FL 32306-4167
(850) 644-9566 (voice)
(850) 644-8504 (TDD)
oas@fsu.edu
https://dsst.fsu.edu/oas/