Course Syllabus

PS Number: 88757  Semester: Spring  Year: 2016

Faculty Name: Kay Johnson  Title: Assistant Professor

Course Prefix and Number: CHE 180 B0FC  Course Credit Hours: 4

Course Prerequisites: (CHE 170 with a grade of "C" or better) and (College Algebra or higher with "C" or better). Lecture: 4.0 credits (60 contact hours).

Course Title: General College Chemistry II

Catalog Course Description: Continues CHE 170. Focuses on major chemical topics, including acid-base chemistry, kinetics, thermodynamics, and chemical equilibrium. Emphasizes solving of mathematical problems which illustrate the principles of chemistry. Designed for students in the sciences, engineering, and pre-professional programs.

Instructor Contact Information:

Campus Location: Prestonsburg  Building & Room: Campbell, Room 208 B

Office Hours:
- Monday 8:30 am - 11:30 am
- Tuesday 1:00 pm - 6:00 pm
- Wednesday 1:00 pm - 2:00 pm
- Thursday 1:00 pm - 2:00 pm

Office Phone Number: 606-889-4979  Alternate Number:  

Best Times to Call: Tuesday 1:30 pm - 6:00 pm

KCTCS Email: kjohnson0395@kctcs.edu

Special Instructions: Contact the instructor by email to make an appointment.

Supervisor Contact Information:

Name: Patsy R. Jackson
Campus Location: Prestonsburg  
Building & Room: Campbell, 120H  
Office Phone Number: 606-886-3863 ext. 64711  
KCTCS Email: Patsy.Jackson@kctcs.edu  

Text and Supplies:

3. Students are also required to have access to an Internet-connected computer to log on blackboard at least on a bi-weekly basis. Students who do not have a computer at home are required to use a college computer or locate one to use at a local library or school. Blackboard announcements are the primary way you will receive communication from me outside of class, and you will have components of your grade that must be completed online.  
4. Students are required to possess and know how to use a scientific calculator that does sine and cosine functions, logarithms, exponential notation, and standard deviation. It is up to the student to read through the owner’s manual on how to use his/her calculator.  

KCTCS General Education Competencies

Students should prepare for twenty-first century challenges by gaining:

A. Knowledge of human cultures and the physical and natural worlds through study in the sciences and mathematics, social sciences, humanities, histories, languages, and the arts.  
   Method to Achieve Competency:  
   Students will take a multiple choice quiz (course competency survey) which will be a part of the Mega Quiz and be part of their Mega Quiz score.  

B. Intellectual and practical skills, including  
   • inquiry and analysis  
   • critical and creative thinking  
   • written and oral communication  
   • quantitative literacy  
   • information literacy  
   • teamwork and problem solving  
   Method to Achieve Competency:  
   N/A  

C. Personal and social responsibility, including  
   • civic knowledge and engagement (local and global)  
   • intercultural knowledge and competence  
   • ethical reasoning and action  
   • foundations and skills for lifelong learning
Method to Achieve Competency:
N/A

D. Integrative and applied learning, including synthesis and advanced accomplishment across general and specialized skills.
Method to Achieve Competency:
N/A

Course Specific Competencies (Student Outcomes):
Upon completion, the student will be able to:
1. Demonstrate an understanding of general chemistry, including acid-base chemistry, kinetics, thermodynamics, and chemical equilibrium.
2. Evaluate and interpret numerical, chemical, and general scientific information.
3. Apply information from other areas of study (such as mathematics and physics) to facilitate their understanding and manipulation of fundamental chemical theories.
4. Analyze and solve chemical problems.
5. Relate chemical concepts to daily life.

Lab Competencies (Student Outcomes): (Enter N/A if this does not apply.)
N/A

Course Outline: Will be covered in a manner as deemed appropriate by the instructor.
I. Chemical Kinetics
   A. Collision and transition state theories
   B. Factors that influence reaction rates
   C. Reaction order
   D. Reaction mechanisms

II. Chemical Equilibria
   A. Dynamic equilibria
   B. Reversible reactions
   C. Definition of equilibrium constants
   D. Calculations of equilibrium concentrations
   E. Le Chatelier’s principle
   F. Gas phase equilibria
   G. Heterogeneous equilibria
   H. Acid-base equilibria
   I. Solubility equilibria
   J. Complex ion equilibria

III. Chemical Reactions: Acid-Base and Redox
   A. Acid-base definitions and reactions
   B. Titrations and titration curves
   C. Oxidation numbers
   D. Balancing redox reactions
IV. Chemical Thermodynamics
   A. Enthalpy changes and spontaneity
   B. Entropy and spontaneity
   C. Laws of thermodynamics
   D. Gibbs free energy
   E. Standard free energy
   F. Free energy and equilibrium

V. Solutions
   A. Definitions
   B. Concentration and stoichiometry
   C. Colligative properties

VI. Electrochemistry
   A. Electrolytic cells and Faraday's law
   B. Voltaic cells and the Nernst equation

VII. Selected Topics (depending on time at the end of the semester)
   A. Organic chemistry
   B. Coordination chemistry
   C. Nuclear chemistry
   D. Descriptive inorganic chemistry
   E. Materials science

Although I do cover this official KCTCS outline, I do not cover it in the order presented above. I cover the outline in a way that I believe makes the most sense to present the topics. I also have a different way of putting the topics together than the textbook does, so do not cover chapters in the order presented in the textbook.

Course Structure:
The basic course structure is in class lecture / in class activities / homework / online Blackboard discussions (Wikis) or other activities / in (and out of) class quizzes. Other components include memorizing certain information for the course.

Technology/Media Component:
You MUST be able to access Blackboard to get the information for the course. Announcements made in blackboard are the primary way you will receive communication outside of class. There will also be assignments which you must complete in blackboard as part of your overall grade in the class. Other information may be linked to the course shell in blackboard. Appropriate you tube videos may be linked in our course shell. Should videos be posted on blackboard, you will be responsible to know the material in the videos (as well as the class material) for your quizzes.

Service-Learning:
N/A
**Course Requirements and Evaluation:**

**Syllabus Quiz:** (see blackboard)

There will be a syllabus quiz, which will be posted on blackboard (worth 8 points). Students must pass with a 95% or better (19/20 or better) and the student must check into a session** in Blackboard Collaborate to make sure that Blackboard Collaborate is working for the student’s computer/mobile device to get the eight points. Multiple attempts on the syllabus quiz are allowed. The syllabus quiz MUST be completed with the correct points needed by the **Friday of the SECOND week of classes to be able to receive any credit.** Do email the instructor to set up a time to log into Bb Collaborate.

**Chapter Homework:** For each section, a set of regular homework problems may be assigned. Should problems be assigned for a given section, they will be posted in our web-enhanced course (using Blackboard). Do note that some of these problems may not come from the lecture textbook. If there are additional problems, they are posted in Blackboard with the problems that come from the textbook.

These section homework assignments are handed in at the time that the student takes quizzes 1 or 2 or 3 {whichever section(s) goes with that quiz. For example, section 1 homework is due when the student takes quiz 1}. All chapter homework is worth **20 points TOTAL.** To receive points for the homework, students should show work needed to arrive at an answer for calculation based problem. Any homework turned in with final answers only to calculation based problems will NOT receive ANY credit for those problems.

If you need help to figure out the answers from the textbook, first consult the solution manual for the textbook (ISBN-10: 1133611990 | ISBN-13: 978-1133611998). If you need help for the other questions not in the textbook (or if you do not understand the solution manual), please do make an appointment with me to seek help BEFORE you take quiz 1 (or 2 or 3, depending on the question which you need help).

**Triad of Quizzes:** There are three types of quizzes in this class (not counting the syllabus quiz). These are called dailies, quizzes, and a mega quiz. They will have any combination of multiple choice, true/false, matching, short answer, and calculations. Nearly every day of class, there is some type of assessment.

**Dailies:** The dailies will be a very short **TWO** question quiz. Example of the days and material covered on each daily are shown in Table 1. Note: Table 1 does not show every daily quiz. As you can see, for most part, the daily quizzes are designed to be based on a previous days lecture. These will be given at the beginning the class (the first **6 mins** of class) and are closed book/notes. If you are late without an excused absence, then you will miss the points associated with the daily. See this syllabus on page 10 for information regarding excused absences.

**Quizzes:** There are **four** larger quizzes in this class. All larger lecture quizzes will be **out of** class, except for potentially the mega quiz. All quizzes (except the mega quiz*) are closed book/notes. See Table 2 for dates covered on each quiz. This method provides the most flexibility for these quizzes.
Additional information about the mega quiz: This quiz will be closed book/notes except students will be given a 3X5 card with my signature on one side of the card to write any information they think may during on the mega quiz on ONLY one side of the card. On the day of the mega quiz, the instructor will be looking to see if the card is HANDWRITTEN or TYPED (in NO less than 12 point font), only ONE side must have any writing on it, and it MUST be able to be read without a magnifying glass (unless a magnifying glass is needed for a student with documented disability). If there are any identical cards, then all parties who have the identical cards will not be able to use those cards on the quiz and receive a ZERO for the Mega Quiz. Having identical cards violates the student code of conduct. PLEASE BE AWARE: Any card that you intend to use, MUST be signed by the instructor, or it is NOT usable during your mega quiz. Any violation of any of these rules will result in a card that is not useable during the mega quiz.

Quizzes 1, 2, and 3 are designed to take approx. 75 min. The Mega Quiz is designed to take approximately two hours. Of course, this depends on how well you know the material and how fast you can run your calculator. Thus, in some cases, they may go longer or shorter. It is the student's responsibility to make arrangements with the instructor should the student already know he/she takes longer on quizzes than most students.

For the quizzes that are outside of class, in order to accommodate you all as best as I can (because everyone has different work schedules and other things happening), I am willing to work out an appointment schedule with you to take each of your quizzes. You will have Monday, Tuesday, Wednesday, or Thursday* that the quiz is available to work something out to take your quizzes with me OR in the Testing Center on the Prestonsburg campus OR the Floyd County on campus Coordinators (if you are part of that group of students).

* I MAY offer Friday as an option, if there are not any other conflicts that arise in my schedule for that particular Friday. If this is the case, students will be notified prior to the week of the quiz time.

As far as I am aware, the only times the testing center will actually be able to proctor quizzes [Mondays through Thursdays] are 9:00 am or 1:00 pm. If you do take your quiz in the Testing Center on the Prestonsburg campus, you need to notify them at least a week in advance, and notify me when you are taking your quiz, so that I can get it to them.

I will not start grading any quiz until the end of that quiz week. All quizzes will be identical. Thus, if there are any curves of the quizzes, those will be the same curves throughout every student in the class. Therefore, it is NOT wise to share the information that is on the quizzes with your classmates, should you choose to take the quiz early in the week.
The times during the week that I absolutely cannot give out a quiz are when I am lecturing you all. This semester, those times are:

<table>
<thead>
<tr>
<th>Day</th>
<th>Times NOT Available to Give Quizzes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>8:30 AM – 11:30 AM</td>
</tr>
<tr>
<td></td>
<td>2:30 PM – 4:30 PM</td>
</tr>
<tr>
<td>Tuesday</td>
<td>8:30 AM – 11:30 AM*</td>
</tr>
<tr>
<td></td>
<td>1:30 PM – 4:30 PM</td>
</tr>
<tr>
<td>Wednesday</td>
<td>8:30 AM – 12:10 PM</td>
</tr>
<tr>
<td></td>
<td>2:30 PM – 4:30 PM</td>
</tr>
<tr>
<td>Thursday</td>
<td>8:30 AM – 12:10 PM</td>
</tr>
<tr>
<td></td>
<td>2:30 PM – 6:45 PM **</td>
</tr>
</tbody>
</table>

* (Note this is my general chemistry I lab time, I only have four seats available at any given point during this timeframe. Students may have to stagger seat times. CHE 180 or CHE 280 may be able to schedule this time).

** (Note this is the organic chemistry lab time, I only have four seats available at any given point during this timeframe. Students may have to stagger seat times. CHE 170 or CHE 180 may be able to schedule this time).

I am flexible most other times. If you absolutely must take your quiz during one of the above blocks of time, then you absolutely need to make arrangements with the Testing Center on the Prestonsburg campus (or if the Early College Coordinators are able to accommodate you, then that option would be ok too).

You are graded on their best 2 out of 3 quizzes (unless you qualify and opt for the partial mega quiz option). The syllabus quiz and the mega quiz CAN NOT replace one of these grades or be replaced by one of the other three quiz scores.

**Partial Mega Quiz Option:** If you already are going into the Mega Quiz with an A or a B average calculated using only ALL three of your lecture quizzes [as in NONE of the lecture quizzes will be dropped from your from your overall grade], you can elect to ONLY take the parts of the mega quiz which contains the new material that has not been present on the previous three quizzes. If you elect this option, the missing part of your mega quiz score will be the AVERAGE of all the three main lecture quizzes.

If you are eligible to take a partial mega quiz, to elect to take the partial Mega Quiz, you would need to state that IN WRITING no later than the last Friday of the regular semester. The default answer (as in no answer at all) will be you will be taking the entire Mega Quiz. NOTE: ALL students will be taking the course competency survey with the Mega Quiz (or partial Mega Quiz).

The material covered for the quizzes are listed in Table 2. Note: quizzes 2 and 3 will be cumulative. This allows you to have second and third chances at understanding material you may not have understood before, and the full mega quiz is cumulative over the entire semester, as shown in Table 2. The mega quiz may be a written-answer quiz or a combination written-answer, Scantron quiz, or a Scantron-only quiz.
Getting your score from the quizzes: I do not return quizzes 1, 2, 3 or the Mega Quiz (i.e. I keep your quizzes). On that note, if you want your individual score on a quiz, you can stop by my office hours or make an appointment with me outside my office hours. We can work together to try to fix your conceptual errors on your quiz, and we can discuss your study habits. That way, you may be able to do better on a next quiz. The reason why I do this is that I know chemistry is a building block course. Thus, if there are cracks in your foundation, then at some point, your whole house will collapse. However, if we fix the errors, then you have a fighting chance on the next quiz.

Tentative Quiz Schedule:

Table 1: Example of the Daily Quiz Schedule
The material for these quizzes will be something from the previous day’s material.

<table>
<thead>
<tr>
<th>Daily Number</th>
<th>Date(s) of Material Covered</th>
<th>Date of Daily</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Jan 13</td>
<td>Jan 20</td>
</tr>
<tr>
<td>2</td>
<td>Jan 20</td>
<td>Jan 27</td>
</tr>
<tr>
<td>3</td>
<td>Jan 27</td>
<td>Feb 3</td>
</tr>
<tr>
<td>4</td>
<td>Feb 3</td>
<td>Feb 10</td>
</tr>
</tbody>
</table>

Note: Any more than 13 total daily quizzes will count for extra credit.

Table 2: Quizzes

<table>
<thead>
<tr>
<th>Quiz Number</th>
<th>Dates of Material Covered</th>
<th>Date of Quiz</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Section 1</td>
<td>Feb 1 - 4</td>
</tr>
<tr>
<td>2</td>
<td>Section 2 + at least one question from previous quiz material</td>
<td>March 14 - 17</td>
</tr>
<tr>
<td>3</td>
<td>Section 3 and 4 (part) + at least one question from previous quiz material</td>
<td>April 4 - 7</td>
</tr>
<tr>
<td>Mega Quiz (Final)</td>
<td>Section 4 (part) + Section 5 (possibly Section 6) (50%) + Previous Quiz Material (50 %)</td>
<td>TBA</td>
</tr>
</tbody>
</table>

The quizzes may be given earlier or later than the dates listed, and students will be notified on blackboard and in class of any switches, should they need to occur. Any extra credit used on a quiz will be a part of the quiz itself when it is given; no separate quiz or worksheet or any other course work will be used as extra credit for a quiz.

ELECTRONIC DEVICES: No electronic devices of any kind are allowed present during a quiz, including wireless handheld devices, iPods, iPhones, cell phones, and anything else that is electronic. Please leave your devices in your vehicle during a quiz. Calculators are allowed and are necessary for taking a quiz.

INSTRUCTOR ASSESSMENT: In this component, the instructor will make a qualitative assessment of student success and participation in the course, worth 7 points of the final course grade. This includes but is not limited to such things as contribution to class discussion, understanding of the chemical topics being presented, ability to apply concepts learned in “activity checkpoints” and other in-class activities, and feedback while calculations are being demonstrated. For everytime you are doing
something on your cell phone during classtime (that is a not a calculation), you will lose a point from this grade. During classtime, I consider this behavior to be disrespectful to me and distracting your learning process. Chemistry is hard enough without being distracted by your cell phone. It is best to put your cell phone away when you enter the classroom.

WIKIS and OTHER ONLINE ACTIVITIES: This grade is prorated to **26 points**. Wikis are posted in our web-enhanced Blackboard course. These should be completed by the student before each quiz. Other online activities will likely be posted using softchalk. If there are any Softchalk online activities posted in our web-enhanced Bb course, students must obtain a score of **90 % or better**, send an email to the instructor to indicate his/her score, and print the certificate to receive the points for a given softchalk activity.

IN-CLASS ACTIVITIES: These may include but are not limited to “Activity Checkpoints,” various games, and worksheets. This grade is prorated to **20 points**. Students MUST be present in class to receive these points or have an excused absence to receive credit for these activities.

OTHER ASSIGNMENTS: Students will be asked to memorize important facts or be given additional assignments to help them learn the material. These other assignments may or may not have point values.

**Grading Policy:**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Syllabus quiz / Blackboard Collaborate Check-IN:</td>
<td>8 points</td>
</tr>
<tr>
<td>Quizzes:</td>
<td>100 points</td>
</tr>
<tr>
<td>Dailies:</td>
<td>65 points</td>
</tr>
<tr>
<td>Wikis / Any Other Online Assignments</td>
<td><strong>Prorated to</strong> 26 points</td>
</tr>
<tr>
<td>Chapter Homework:</td>
<td><strong>Prorated to</strong> 20 points</td>
</tr>
<tr>
<td>Instructor Assessment:</td>
<td>7 points</td>
</tr>
<tr>
<td>In-class Activities:</td>
<td><strong>Prorated to</strong> 20 points</td>
</tr>
<tr>
<td>Mega Quiz:</td>
<td>100 points</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td>346 points</td>
</tr>
</tbody>
</table>

**Letter Grade As Determined by Percent Earned in the Course:**

- 100-90 % = A
- 89.9-80 % = B
- 79.9-70 % = C
- 69.9-60 % = D
- 59.9-0 % = E

Points may be adjusted to meet whatever points are given in the class. That would also adjust the cut offs for the letter grades. I am not sure if we can do all of the planned daily quizzes. It depends on if we meet or not.

Quizzes may be individually curved by adding points to everyone’s score to bring the class average up for that quiz. The final course grades may also be curved by adding points to everyone’s score or by reducing the grade cutoff to a lower limit.

**Attendance Policy:**

Each student should print his/her name on the sign in sheet as she/he walks in the classroom. On-time attendance is required. As you can see in the grading scheme, attendance is directly connected to your grade in **SEVERAL** ways. First, you must be on-time to take the daily quiz. Second, this is part of your instructor assessment grade. Third, you must be present in-class to work through the in class activities.
Thus, **NEARLY 27 %** of your TOTAL grade stems from on-time attendance. Your ability to attend class may also affect your grade in other aspects of the course.

**INCLEMENT WEATHER POLICY:** Because we are sticking very close to the course outline as much as possible (as mandated by the higher powers in KCTCS), we will **not** be dropping material from class in the event of inclement weather. However, we will not actually have the daily quiz that would have happened, and those points will be removed from the overall grading scheme. If power and internet are working for me, in the event where we are delayed or cancelled for any reason, I will hold a Blackboard Collaborate session which students MUST attend live or view the archive to receive the in-class activity points for that missed time in class. This session will be held at the SAME time as our normal class time. After the live session is recorded, I will also post the PowerPoint on blackboard that would have been the class(es) missed. It will be up the students make sure that Bb Collaborate can work on your computer or mobile device**, and to download the material missed from blackboard. As always, my office is open, if you need additional help to grasp the material. (**Do contact blackboard support, if you need help with this.**)

**MISSED QUIZ POLICY:** There will be no make-up daily quizzes for any reason during the semester and no daily quiz will be given at a different time than is taken by the rest of the class, unless a student has an excused absence (see below).

**EXCUSED ABSENCE:** The ONLY excused absences that will be granted by the instructor are 1. You have been admitted to the emergency room or urgent care or 2. You have a KCTCS endorsed function/another class field trip to attend. Should a student end up in the emergency room or urgent care, the student must present paper evidence from his/her excuse provider, within 48 hours of the absence, to be allowed to make up an in-class quiz. Of course, this document should not contain any treatments given to the student. However, it should be clear that student was in fact at the emergency room or urgent care.

**LECTURE**  
Application for Excused Absence from a Lecture  
Date submitted ____________  
Course Number and Section: ___________________________  
Student Name: ___________________________ Date absent ____________  
Reason for absence: ___________________________  
Email of provider: _________________ Provider phone: ___________________________  
Student Signature __________________________________________  
******************************************************************  
Accepted Instructor Signature ___________________________  
LATE ASSIGNMENT POLICY: Should you miss a class where something is due, you are STILL responsible to turn in the assignment. If you turn in the assignment 1 calendar day late, you will receive **only 80%** of the points that you would have earned if the assignment was turned in on time. If you turn in the assignment 2 to 3 calendar days late, you will receive **only 60%** of the points that you would have earned if the assignment was turned in on time. If you turn in the assignment between 4 to 5 calendar
days} late, you will receive only 40% of the points that you would have earned if the assignment was turned in on time. I will NOT accept ANY assignment 6 calendar days or MORE past the due date. This policy is put into place because I believe the number one reason why students come to college is to prepare themselves for the “real world” in which you will have a boss. I am very certain that your future employer would not be happy with late work.

**BE RESPECTFUL OF OTHERS:** When someone is talking in class (including the instructor) listen to what he/she is saying. You might have had the same question. During group activities, it is ok to talk with your group members. Please turn your cell phones off or set the ringer to vibrate (silent) mode before entering the classroom.

**SEATING IN CLASS:** For activities or discussion, the instructor may move students and place them temporarily or permanently in particular seats or locations in the classroom.

**NO GUM:** Chewing gum or eating other candy is not allowed during class time. Also, eating food or drinking beverages is not allowed in the classroom.

**TO BE SUCCESSFUL:** You must be prepared to spend time in and out of class to study and do activities described in this syllabus. Chemistry is not a class that you can learn by osmosis. To quote Vince Lombardi, “Leaders are made, they are not born. They are made by hard effort, which is the price which all of us must pay to achieve any goal that is worthwhile.” I know you have big dreams of being in a professional scene someplace, or you would not be in the class. Through our mutual efforts, you can get on the right path to that goal.

**EMAILING GRADES OR SCORES:** No quiz scores, letter grades, or any other scores or grading information will be sent to students through the Internet, or by email, or by phone. This is against FERPA laws to disclose this information in a non-secure fashion. Scores or grades will also not be given to individual students unless the entire class has potential access to their scores. Overall letter grades can ONLY be estimated during the semester; there is no way to completely pin-point the overall letter grade during the semester (esp. before the third main quiz is taken).

**QUESTIONS ABOUT THE COURSE:** Please schedule an appointment to see me to discuss quiz scores, grading methods, and other information concerning how the course is conducted or graded.

**BLACKBOARD ISSUES:** If you are having blackboard issues of any kind, it is best that you contact the Blackboard help desk. The direct line to call is: 1-866-590-9238. **DO NOT CONTACT THE INSTRUCTOR!**

Unfortunately, this is one of the areas that I cannot help you.

**EXTRA CREDIT:** Should a student wish to discuss possible extra credit, that student should contact me NO LATER than TWO weeks **before** the end of the semester. The total amount of points that can be earned on an extra credit project is 15 points (approx. 4 % of the **TOTAL grade**). These points
may be on an instructor approved project that is designed to improve the overall experience of the CHE 180 class (or one of my other classes) in the future, or raw time spent in the chemistry lab (outside of normal lab time, if you are also in CHE 185) doing clean-up or other duties, as assigned. It takes four hours of time donated to the chemistry lab (or other duties, as assigned) to receive the total 15 points. With schedules being the way that they can be, this time does not have to be completed all at one time. It may be broken into several days, if needed. In addition, extra credit points may be available on quizzes (or dailies). Should extra credit be given on larger quizzes, the point value for these extra credit questions will be posted on the quiz.

WEB-ENHANCED COURSE: This lecture course is web-enhanced, and requires student participation online, as follows:

1. SUPPORTING DOCUMENTS: Files supportive of the course and experiments may be uploaded to the web-enhanced course, such as PowerPoints of the lectures, graphs, and tables.

2. WIKIS: Information will be posted to discussion/wiki forums, and students should participate in the forums.

3. VIDEOS: These may be uploaded to the course blackboard shell to support / enhance the lecture. Any videos uploaded are expected to be watched, as quiz material may come from these videos.

3. Other activities supported by Softchalk may be uploaded to help as a study aid for quizzes.

Withdrawal Policy:
Students may withdraw from class at their discretion and receive a grade of “W” up until last day to withdraw at the student’s discretion. After that date through the last day to withdraw at the discretion of the instructor, students can withdraw with a grade of “W” only if the student has been present more than 80% of the total class days and is currently passing with a grade of 60% or higher. Students wishing to withdraw who do not fit each of these criteria will not be permitted to do so and will receive an “E” grade (or appropriate letter grade as earned) at the end of the semester.

Additional information can be found at the following site:

http://www.bigsandy.kctcs.edu/en/Academics/Office_Hours_Schedules_and_Syllabi.aspx