

## Organic Chemistry 307 B1- B2 Remote Synchronous Instruction Summer 2020

*Christine Altinis-Kiraz, Ph.D.*

**Important note to students:** This syllabus contains the policies and expectations that have been established for this course. These policies and expectations are intended to create a productive learning atmosphere for all students. Please bring any concerns you may have to my attention by email or request an appointment. It is important that you attend the lecture for the section that you registered for. Each section (B1/B2 or B3/B4) – including lectures /quizzes – is prepared and coordinated independently. Exam dates and the material you would be responsible for may vary at the discretion of the lecturer.

**Lectures:** MTWTH 9:00-10:50 via WebEx  
**Recitations (ALR): B2:** TWTH 11:00-11:50 AM, via Canvas Conferences (Big Blue Button)  
**B1:** TWTH 12:00-12:50 AM via Canvas Conferences (Big Blue Button)

**Lecturer:** Dr. Christine Altinis-Kiraz **Email:** [altinis@chem.rutgers.edu](mailto:altinis@chem.rutgers.edu)

### **Graduate Teaching Assistants:**

Damon Hinz (B2): [djh241@chem.rutgers.edu](mailto:djh241@chem.rutgers.edu)  
William Kopcha (B1): [wpk25@chem.rutgers.edu](mailto:wpk25@chem.rutgers.edu)

**Learning Assistants:** Richard Cliver, Samantha D'aversa, , Joshua Sue, Vita Bankauskas, Zeeshan Shahid

**Office Hrs:** Mondays: 11:00 AM -12:30 via Web Ex (Dr. Altinis-Kiraz)  
Tuesdays: 4:15-5:15 PM (William K.)  
Wednesdays: 4:00 – 5:00 PM, via Web Ex (Dr. Altinis-Kiraz)  
Fridays: 1:00 -2:30PM (Damon via Big Blue Button)

**The recitations the first day of class will be conducted to get you acquainted with the synchronous sessions utilizing Canvas Conferences powered by Big Blue Button. Attendance will be taken.**

### **Text Book:**

*Organic Chemistry*, 2nd ed., by Thomas N. Sorrell, University Science Books, Sausalito, CA. ISBN 13: 978-1-891389-38-2 bookstore textbook package is a good deal and recommended. You can also order the ebook directly from the publisher's partner platform at [www.rutgers.redshelf.com](http://www.rutgers.redshelf.com). You can input the coupon code: SUMMER20%OFF to get a discount. Please check the textbook prices at the bookstore and see which will be the best deal for you. More details and options will be provided during the first lecture (please refer to the recording).

**Class session attendance:** Course will be taught via remote synchronous sessions streamed during the scheduled times. We expect you to login, be present and engaged at all scheduled class times as there will be attendance points granted for participation. Signing in, muting your self and then doing other things like binge streaming your favorite show will not count

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as attendance. You are required to have access to high speed internet, a computer with camera, microphone. It would be a bonus if you can get access to a stylus. It is recommended that you use Firefox or Google Chrome as your browser to avoid any issues with accessing your online sessions via Canvas Conferences for recitations and WebEx for lectures.

**Course LMS:** Visit <https://canvas.rutgers.edu/> The home page contains modules where skeletal notes and detailed remote instruction procedures are posted. Modules are presented on a weekly basis. *If you have technical issues please email [techsupport.help@canvas.rutgers.edu](mailto:techsupport.help@canvas.rutgers.edu) or call 1-877-361-1134 for 24/7 techsupport.*

### **Remote Synchronous Lectures:**

**Lectures** will be held via WebEx platform, to access the link please visit the Remote Sessions page on Canvas. The lectures will be broken into segments, followed by Q&A and poll questions or impromptu lecture quizzes.

When you sign into the lectures, please have your webcam off and your mike muted. If at any time you want to ask a question, please use raise the hand tool and the moderator will call on you when there is a pause so you can ask the question. As questions may occur please type it in the chat. Please unmute your mike before you pose the question.

It is very helpful, particularly for organic chemistry I, to own molecular models. These are available at the RU bookstore or online. I encourage you to use these models to visualize what structures would look like and how they react.

### **Attendance & Remote Instruction Netiquette:**

Attendance will be taken by an online entrance and exit polls which will be collected during the lecture and all recitations or lecture quizzes administered through Canvas.

- You are expected to be on time. I intend to begin class promptly at the designated time, and you should be logged in and ready to begin class 5- minutes before 9:00AM. Class ends at the designated time. Please refrain from leaving the conference early as I may administer an attendance/exit poll that will go towards attendance..
- Classroom participation is a part of your grade in this course. You must attend class prepared to fully participate. Questions and comments must be relevant to the topic at hand. Polls will be administered throughout the class and you must answer them to get participation points.
- Classroom discussion should be civilized and respectful to everyone and relevant to the topic we are discussing. Classroom discussion will be moderated. You can use the chat window or raise your hand tool via webex during the lectures.
- Recitations will utilize Active learning pedagogy which will involve group work. We require your *active* attendance. Attendance will be factored in when assigning grades at the end of the term. *You must sign in with your audio on.* If you have a conflict with your recitation or do not consistently attend, your grade will suffer.
- If at any time you have issues with access to recitations that use **Big Blue Button sessions (it happens)** please contact [help@canvas.rutgers.edu](mailto:help@canvas.rutgers.edu) or call 877-361-1134. Sometimes you may have to leave and rejoin the session. Please email both your TA and Dr. Altinis-Kiraz to ensure that you don't lose attendance points.

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- If at any time, you have issues with accessing WebEx lectures contact Rutgers OIT, Call 833-OIT-HELP or send e-mail to [help@oit.rutgers.edu](mailto:help@oit.rutgers.edu). Please email your TA and Dr. Altinis-Kiraz so you don't lose attendance points.

### **Homework Instructions:**

You will be responsible for submitting the “You Do” problem via Assignments on Canvas. You will be required to hand-write the answers and submit a PDF. Homeworks will be assigned as a quiz or an assignment, please listen for announcements in lectures.

### **Academic Integrity:**

Students are expected to maintain the highest level of academic integrity. You should be familiar with the university policy on academic integrity:

<http://academicintegrity.rutgers.edu/academic-integrity-policy/>

Violations will be reported and enforced according to this policy.

Use of external website resources such as Chegg.com or others to obtain solutions to homework assignments, quizzes or exams is cheating and a violation of the University Academic Integrity policy. Cheating in the course may result in penalties ranging from a zero on an assignment to an F for the course, or expulsion from the University. Posting of homework assignments, exams, recorded lectures, or other lecture materials to external sites without the permission of the instructor is a violation of copyright and constitutes a facilitation of dishonesty, which may result in the same penalties as explicit cheating.”

### **Exams:**

All exams are closed book. You will be asked to sign into a live WebEx session with your audio and video on where there will be a proctor. You must find a quiet area to take the exam. You must have your ***Rutgers Photo-ID or drivers license*** with you where the instructor/proctor will be checking it for you. Exam questions will consist of multiple choice questions, fill in the blank, essay where partial credit will be given or matching problems. ***You are not allowed to use external websites or cheat sheets. You can use physical molecular modeling kits.***

- **Exam I:** Monday June 8, 9:00 AM start time via Canvas Quizzes
- **Exam II:** Monday June 22, 9:00 AM start time via Canvas Quizzes- subject to change depending on course schedule---
- **Final Exam: Thursday July 2, 9:00 AM (no recitation on the day of the final)**

**Missed/Conflict Exams: All exams must be taken at the scheduled times during the lecture times. As such there should be no conflicts.**

If you fail to take an exam/quiz, you must provide a proof of a valid excuse accepted at the discretion of the instructor or you will receive a grade of 0. Since all exams will be administered during the lecture, there are no conflict exam make-up. In case of missed exams that are excused, your exam scores will become a greater percentage of your grade. **Email Dr. Altinis-Kiraz with any conflict before the exams.**

### **Students with Disabilities:**

If you have a disability, please make the necessary arrangements for the lecturer to receive a letter of accommodation by the first week from your College's Disability

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Concerns Coordinator at Disability Services (732) 932-2848 or [dsoffice@rci.rutgers.edu](mailto:dsoffice@rci.rutgers.edu) before the first exam. They will need to arrange for a live proctor via WebEx when you are taking the exam on Canvas.

### **Tutoring:**

Tutoring is available through the Rutgers Learning Center. Please visit their site for scheduling: <http://rlc.rutgers.edu>

### **Collaborative Group work and Quizzes in Active Learning recitations:**

Collaborative group work will be expected in each recitation and participation via audio, chat, and answering polls will earn you participation points. We'll be using I do, We Do, You do model of instruction which will explained in the lecture. For recitation points every Tuesday and Wednesday you will be expected to submit a "hand-written" solution to the You Do parts. No key will be posted for this but you will be graded on it in Canvas. You will get a chance to work on these problems during the recitations with the help of TAs and LAs. Therefore, plan to attend all recitations. Attendance and active participation is highly encouraged and will be rewarded. Every Thursday there will be a quiz that you must take after the recitation.

### **Student Wellness Services:**

**Counseling, ADAP & Psychiatric Services (CAPS)** (848)932-7884

17 Senior Street, New Brunswick, NJ 08901/ [www.rhscaps.rutgers.edu/](http://www.rhscaps.rutgers.edu/)

CAPS is a University mental health support service that includes counseling, alcohol and other drug assistance, and psychiatric services

### **Grading:**

The final grade will be determined based on the percentage of total points accumulated by the individual in comparison to the total points accumulated by the rest of the class according to departmental guidelines. Grading policy will be discussed the first day of class.

• 2 exams (100 pts ea.)	200 pts
• Collaborative Work (You Do)	75 pts
• <b>Homework (revised)</b>	<b>45 pts</b>
• Quizzes (weekly)	100 pts
• Attendance & lecture quizzes	30 pts (max)
• <b>Comprehensive Final (revised)</b>	<b><u>150 pts</u></b>
<b>Maximum Total</b>	<b>600 pts (100 %)</b>

*The grades are curved and your final grade will be based on your overall percentage, with the final scale to be decided at the end of the course. The grading policy will be discussed in detail during the first lecture (please refer to the recording), it will follow the grading policies provided by the chemistry department for Summer 2020. The average grade for the course will be approximately between a C and C+ (grade point average ~ 2.3). Any previous expectations of minimum or maximum for a grade from previous years no longer apply.*

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