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Fall 2015

CHEM 3096

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University of New Orleans

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Chemistry 3096 Syllabus

Instructor: Professor X

Office: CSB xxx

Tel.: 280-xxxx

E-mail: X@uno.edu

Prerequisites: Consent of department

Description: Directed study in topic areas selected by the student in consultation with faculty. The course will include advanced chemical topics or applications to specific fields. Either a research paper or final exam is required. Up to 3 credits may be used to fulfill the advanced chemistry requirements for a BS in chemistry. A maximum of 6 credits can be used toward degree requirements. Details of the course expectations must be agreed upon by the student and the supervising professor and included in the signed Course Contract.

Credit: 1-3 credit hours

Text: Text and other resources will be specified in the Course Contract

Student Learning Objectives

Students who complete this course should have a sufficient understanding of the topic material. Students should be able to communicate their knowledge on the subject. Details of specific learning objectives are to be included in the Course Contract.

Exam Schedule

Examinations and other student evaluation criteria must be specified in the Course Contract

Grading

Course grade will be based on student performance and mastery of the topic material. Attendance and appropriate time commitment to the course will be included in grading. Detailed grading procedures will be specified in the Course Contract

Chemistry 3096 Syllabus

Disabilities

Students who qualify for services will, whenever possible, receive the academic modifications for which they are legally entitled.

Academic Integrity

Academic integrity is fundamental to the process of learning and evaluating academic performance. Academic dishonesty will not be tolerated. Academic dishonesty includes, but is not limited to, the following: cheating, plagiarism, tampering with academic records and examinations, falsifying identity, and being an accessory to acts of academic dishonesty. Refer to the UNO Judicial Code for further information, including the consequences for acts of academic dishonesty. The Code is available online at

http://www.uno.edu/~stlf/policy%20Manual/judicial_code_pt2.htm.

Plagiarism is a serious offense that can result in failure in a course and dismissal from the university.¹ Students must make special efforts to learn what constitutes plagiarism and how to properly utilize and cite the work of others.

“Plagiarize 1. To steal and use (the ideas or writings of another) as one’s own. 2. To appropriate passages or ideas from (another) and use them as one’s own . . . To take and use as one’s own the writings or ideas of another.” - definition from *The American Heritage Dictionary of the English Language*, W. Morris,

¹International students who are dismissed from the university can lose their visa status, requiring them to return to their home country.

Ed. American Heritage publishing Company, Inc. and Houghton Mifflin Company: New York, 1969.

Verbatim, or word for word copying, is the most obvious form of plagiarism. However, substantially copying the ideas or presentation of another, even when wording has been changed, can also constitute plagiarism.

Additional Resources

Specific resources will vary for this course and will be noted in the Course Contract. General resources are noted below.

SciFinder (scientific literature database available in UNO library)

American Chemical Society Journals (available in UNO library or online through UNO connection at www.acs.org)

Chemistry 3096 Course Contract

Credit Hours: _____ (1-3)

Year: _____ Semester: _____ Fall
_____ Spring _____ Summer

Student Name: _____

UNO ID: _____

Faculty Supervisor: _____

Project Title: _____

Student Learning Objectives:

Description of work to be completed by student:

Description of deliverables (e.g. research paper, oral presentation, etc.):

Description of supervision (e.g. how often will student meet with supervisor, etc.):

Evaluation and grading criteria:

Acceptance of Course Contract:

Student Signature Date Facu

Important Dates*

Last day to adjust schedule w/out fee08/18/2015
Semester Classes Begin08/19/2015
Last day to adjust schedule w/fee,
or withdraw with 100% refund08/25/2015
Last day to apply for December commencement09/25/2015
Final day to drop a course or resign 10/14/2015
Mid-semester examinations..... 10/05-10/09/2015
Final examinations 12/07-12/11/2015
Commencement..... 12/18/2015
**Note: check Registrar's website for Saturday and A/B sessions, and for items not listed here: <http://www.registrar.uno.edu>*

Fall Semester Holidays

Labor Day09/07/2015
Mid-semester break 10/15-10/16/2015
Thanksgiving..... 11/26-11/27/2015

Withdrawal Policy – Undergraduate only

Students are responsible for initiating action to resign from the University (withdraw from all courses) or from a course on or before dates indicated in the current Important dates calendar. Students who fail to resign by the published final date for such action will be retained on the class rolls even though they may be absent for the remainder of the semester and be graded as if they were in attendance. Failure to attend classes does not constitute a resignation. Check the dates on the Registrar's website, <http://www.registrar.uno.edu>. Please consult The Bulletin for charges associated with dropping and adding courses.

Incomplete Policy – Undergraduate only

The grade of I means *incomplete* and is given for work of passing quality but which, because of circumstances beyond the student's control, is not complete. The issuance of the grade of I is at the discretion of the faculty member teaching the course. For all graduate and undergraduate students, a grade of I becomes a grade of F if it is not converted before the deadline for adding courses for credit (as printed in the Important Dates Calendar) of the next regular semester including summer semester.

Repeat Policy

When a student is permitted to repeat a course for credit, the last grade earned shall be the one which determines course acceptability for degree credit. A student who has earned a C or better in a course may not repeat that course unless, (1) the catalog description indicates that the course may be repeated for credit, or (2) the student's Dean gives prior approval for documented extenuating circumstances.

Graduate Policies

Graduate policies often vary from undergraduate policies. To view the applicable policies for graduate students, see the Graduate Student Handbook: <http://www.uno.edu/grad/documents/GraduateStudentHandbook2014.pdf>

Academic Dishonesty Policy

<http://www.uno.edu/student-affairs-enrollment-management/documents/academic-dishonesty-policy-rev2014.pdf>

Safety Awareness Facts and Education

Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: <http://www.uno.edu/student-affairs-enrollment-management/>

UNO Counseling Services and UNO Cares

UNO offers care and support for students in any type of distress. Counseling Services assist students in addressing mental health concerns through assessment, short-term counseling, and career testing and counseling. Find out more at <http://www.uno.edu/counseling-services/>. First-year students often have unique concerns, and UNO Cares is designed to address those students succeed. Contact UNO Cares through <http://www.uno.edu/fye/uno-cares.aspx>.

Emergency Procedures

Sign up for emergency notifications via text and/or email at E2Campus Notification: <http://www.uno.edu/ehso/emergency-communications/index.aspx>. All emergency and safety procedures are explained at the Emergency Health and Safety Office: <http://www.uno.edu/ehso/>.

Diversity at UNO

As the most diverse public university in the state, UNO maintains a Diversity Affairs division to support the university's efforts towards creating an environment of healthy respect, tolerance, and appreciation for the people from all walks of life, and the expression of intellectual point of view and personal lifestyle. The Office of Diversity Affairs promotes these values through a wide range of programming and activities. <http://diversity.uno.edu/index.cfm>

Learning and Support Services

Help is within reach in the form of learning support services, including tutoring in writing and math and other supplemental instruction. Visit the Learning Resource Center in LA 334, or learn more at <http://www.uno.edu/lrc/>.

Affirmative Action and Equal Opportunity

UNO is an equal opportunity employer. The Human Resource Management department has more information on UNO's compliance with federal and state regulations regarding EEOC in its Policies and Resources website: <http://www.uno.edu/human-resource-management/policies.aspx>

