**Instructor:** Timothy D. Cook, Ph.D.

Email: tdcook@brynmawr.edu

Office: Park 169

**Time:** Lecture: MWF, 10:10 am – 11:00 am; Recitation: F 1:10 – 2:00 pm

Room: Park 25

**Office Hours:** W 11:00 am – 12:30 pm

F 11:00 am - 1:00 pm

or by appointment (email me)

**Textbook:** David Klein, *Organic Chemistry* (3<sup>rd</sup> Edition), ISBN-13: 978-1119110477

### **Strongly Recommended Materials:**

- Organic Chemistry Study Guide and Solutions Manual (Klein), ISBN: 978-1-119-37869-3

- o Several copies are available at the Reference Desk in Collier Library.
- Organic Chemistry as a Second Language: Second Semester Topics (Klein) ISBN-13:978-1118144343
- Organic Chemistry Molecular Model Kit (your choice let me know if you'd like a recommendation)
  - o Can be used during quizzes and exams!
- Clutch prep organic: https://www.clutchprep.com/organic

#### **Learning Goals:**

- Develop a knowledge base of organic chemistry structure and reactivity, with applications towards higher order thinking practices
- Develop and expand on critical thinking skills, particularly in mechanistic and synthetic problem solving

#### Office Hours:

Organic Chemistry is a challenging course, and I am here to help you master it! My office hours are designated times that I have set aside **solely to answer student questions about <u>THIS</u> course. You will NEVER be interrupting or bothering me** by coming to my office hours. Please come by with any and all questions. Office hours will tentatively meet in my office (unless regular attendance is large enough to necessitate a larger space), or via Zoom. I am also happy to meet by appointment, as necessary.

I love questions and will frequently solicit them during lecture and recitation. Lingering questions you have from lecture are a great reason to come to office hours. Help on homework problems (i.e., you can't figure out <u>why</u> the solutions manual answer is different from yours, or don't know how to begin to approach a problem) is another great reason to come see me. Use this resource early and often!

#### **Resources for Mastery:**

- <u>Your instructor!</u> In addition to <u>Office Hours</u>, I encourage you to ask me questions at any time, in or outside of class. I am passionate about helping you succeed in what is traditionally an intimidating and stressful course. Please **email me with questions any time** and I will do my best to respond as soon as I can. I am happy to schedule meetings (via Zoom or in-person) outside of office hours as needed.

I strive to create a classroom community where *every* student feels included, that they belong, and that they can contribute and succeed. I am committed to life-long learning; there are always ways I can improve every facet of my teaching, and your feedback is crucial. Please talk to me if there is ever anything I can do to make this class more accessible, inclusive, or engaging for you!

- <u>Homework</u>. Practice makes permanent. **There is no substitute for practice** in this course. Homework will not be collected or graded, but it is essential for your success in this course. I recommend reading over your notes and the textbook, and then attempting problems one-at-atime. Before moving on, check your answer in the solutions manual, and you will typically either:
  - A) have the correct answer.
  - B) have the incorrect answer, and understand your mistake.
  - C) have the incorrect answer, and not understand your mistake, or not understand the solution whatsoever.

Scenario C) means you should find help! Come to office hours, email me, talk to a classmate, etc. Take action to close this gap in your understanding. This is especially crucial early in the course for foundational topics that will consistently appear throughout both semesters.

If you can't figure out how to begin to approach a problem, you should likewise find help!

If you understand the homework problems, you shouldn't find any surprises on a quiz or exam

Several copies of the Solutions Manual are available at the Reference Desk in Collier Library.

The Textbook. The textbook, and its companion "Organic Chemistry as a Second Language," are painstakingly written to be helpful and palatable presentations of the topics to students. I urge you to use the textbook as more than just a repository of practice problems. Even taking 5-10 minutes to briefly skim the assigned reading can make a huge difference in learning and retention versus encountering the material for the first-time during lecture. Get your \$ worth from the text!

Lecture. Lecture is an opportunity to interactively engage with a presentation of the material. I will do my best to present in a way that supplements the textbook rather than restating the same ideas in the same format. To get the most out of lecture, you should **read the assigned text section before class**. Even taking 5-10 minutes to skim the text can make a huge difference!

You should also take notes and ask questions frequently. Notes will be a mix of handwritten and PowerPoint lessons. PowerPoint files will be posted to Moodle before class to facilitate notetaking. I will post my annotated lecture notes to Moodle after class, along with the Panopto recording. These should be used as supplements, not replacements for attending lecture.

- <u>Moodle</u>. Moodle will be used for announcements, grade-keeping, and as a repository for course resources. In addition to lecture notes and recordings, I will occasionally post additional materials such as practice exams and quizzes (with keys), etc. Check Moodle and your email daily for communications about this course.
- <u>Recitation</u>. Recitation will meet each week after Friday's lecture, and provides an opportunity for interactive, guided practice.
  - I will distribute an activity (usually posted earlier in the week on Moodle) to be completed in small-groups of 2 or 3 and circulate the room seeking questions.
  - We will review the most troublesome problems (as decided by the class) as a group.
  - We will have a weekly quiz at the end of recitation.
- <u>Your TA's</u>. We are lucky to have three TA's to support your learning in this course as well! More information will follow regarding TA support sessions and availability.

#### **Assessment:**

- Quizzes: Over the course of the semester, you will have 9 in-class quizzes as noted on the calendar at the end of this document. These will be ~20 minutes long and given during the recitation period each Friday. The quizzes are designed to keep you up-to-date with the material and encourage you to engage with the material on a day-to-day basis. You are allowed to use Model Kits on quizzes.
- Your 8 best quizzes will be averaged to get a score out of 50 points. Your lowest quiz score will be dropped.
- <u>In-Class Exams</u>: Three (3) in-class exams will be given on the Fridays indicated in the schedule below. Exams will be closed-book and closed-notes. You are allowed to use Model Kits on exams. Each exam will be separated into two portions, 50 minutes during the normal lecture period and 50 minutes during recitation.

- <u>Final Exam</u>: A 3-hour time slot for the final exam will be established during the final exam period. More information on this as we get closer to the end of the semester.

### **Course Grading:**

A grade for this course will be assigned through the following point system:

3 Exams: 300 Points
Avg of 8 Quizzes: 50 Points
Final Exam: 100 Points
Total: 450 Points

Your final exam score (out of 100) will replace your lowest midterm exam score (if applicable).

## Approximate Grading Scheme:

93 – 100% 4.0 (A)	80 – 82% 2.7 (B-)	60 – 64% 1.3 (D+)
90 – 92% 3.7 (A-)	76 – 79% 2.3 (C+)	55 – 59% 1.0 (D)
87 – 89% 3.3 (B+)	70 – 75% 2.0 (C)	
83 – 86% 3.0 (B)	65 – 69% 1.7 (C-)	

I reserve the right to adjust this grading scale when I consider it necessary. Grade cutoffs may be lower than listed above (e.g. a 92% might be an A), but will not be higher.

### **Missed Assignments / Illness:**

If you have a medical or family emergency that prevents you from taking a quiz or exam, *you need to notify me as soon as possible*. I will work with you to arrange an alternative time for you to take this quiz or exam. Typically, I require students to <u>make up missed quizzes/exams by the following Tuesday</u> to ensure that I can return assignments in a timely fashion.

If it is not possible to make up the quiz/exam within a reasonable timeframe and sufficient documentation is provided, then you may be excused from the assignment (only under extreme circumstance, at the instructor's discretion). The points for that assignment will not be included in your grade calculation.

#### **Academic Honesty:**

I consider academic honesty in the classroom to be a matter of equity for all of my students. Any act of cheating prevents this course from operating fairly. Therefore, any instances of cheating on a quiz or an exam will result in an automatic reduction by at least 50% for that assignment. Further issues will be referred to the Honor Board.

#### **Access and Accommodations:**

Bryn Mawr College is committed to providing equal access to students with a documented disability. Students needing academic accommodations for a disability must first register with Access Services. Students can call 610-526-7516 to make an appointment with the Director of Access Services, Deb Alder, or email her at <a href="mailto:dalder@brynmawr.edu">dalder@brynmawr.edu</a> to begin this confidential process. Once registered, students should schedule an appointment with the professor as early in the semester as possible to share the verification form and make appropriate arrangements. Please note that accommodations are not retroactive and require advance notice to implement. More information can be obtained at the Access Services website. (<a href="http://www.brynmawr.edu/access-services/">http://www.brynmawr.edu/access-services/</a>)

Any student who has a disability-related need to record this class first must speak with the Director of Access Services and to me, the instructor.

## **Classroom Recording Disclosure:**

In accordance with Pennsylvania's Wiretap Act, 18 Pa. C.S. §5701 et seq, class members need to be aware that classroom audio during lectures will be recorded (*vide supra* – "**Resources for Mastery**") via the classroom microphone in Park 25 and the Lecture Capture Camera. If you have questions or concerns about this, please email me ASAP.