

Fall 2015

## **CHEM 3094**

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**This is an older syllabus and should not be used as a substitute for the syllabus for a current semester course.**

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## **Chemistry 3094 Syllabus/Contract**

Instructor:

Office:

Tel.:

E-mail:

Prerequisites: Consent of department

Description: Individual research under the guidance of a departmental faculty member. A written report of the work carried out will be submitted by the student to the faculty of the departmental division in which the research is done. The student must also present a seminar on his/her research. May be taken twice for credit.

Credit: 4 credit hours

Text: Any required materials will be specified in the Course Contract

### Attendance Policy

This course requires 12 hours per week of lab work (20 hours per week over the summer). Scheduling should be devised in conjunction with the faculty supervisor. Failure to meet attendance requirements will result in a failing grade.

### Student Learning Objectives

Students who complete this course should have a sufficient understanding of the topic material and should be able to communicate their knowledge on the subject in both written and oral formats. Furthermore, students should have appropriate mastery of relevant laboratory skills, be competent in the relevant literature, and have an understanding of the research process. Additional details of specific learning objectives are to be included in the Course Contract.

### Exam Schedule

The final exam will consist of a written report (~5 pages single spaced in journal format) and an oral presentation (~15 minutes using PowerPoint), both focusing on the research completed by the student. The paper should be approved by the faculty instructor before submitting it to the course supervisor (Wiley).

### 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 3094 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](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.<sup>1</sup> 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, 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](http://www.acs.org))

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

## Chemistry 3094 Course Contract

Year:

Semester:

Student Name:

UNO ID:

Faculty Supervisor:

Project Title:

Objectives:

Description of work to be completed by student:

Student's weekly schedule for lab work (minimum of 12 hrs/wk):

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

Evaluation and grading criteria:

Acceptance of Course Contract:

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Faculty Supervisor Signature

\_\_\_\_\_  
Date

## Important Dates\*

Last day to adjust schedule w/out fee .....08/18/2015  
Semester Classes Begin .....08/19/2015  
Last day to adjust schedule w/fee,  
or withdraw with 100% refund .....08/25/2015  
Last day to apply for December commencement .....09/25/2015  
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 Day .....09/07/2015  
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>

