Instructor: Melissa A. Mullen Davis, Ph.D.
Pronouns: she/her/hers
Office: 218 Caputo Hall
Google Voice Phone: 302-307-1741
e-mail: melissa.mullendavis@millersville.edu
Office Hours: Virtual Drop-In Zoom “Office Hours” – follow link and instructions on D2L
Mon 9-10 am, Wed 2-4 pm, Fri 9-11 am, and by appointment

Meeting Times: Thurs 1:10 – 3:00 pm online (Zoom join information can be found on D2L)

Required Materials:
- Scientific, non-graphing calculator which must be able to handle logarithms (log, ln) and exponents (10^x, e^x, y^x)
- Regular access to D2L (https://millersville.desire2learn.com) and university email
- Recommended: Hard copy periodic table (printed page would work!)

Lab Overview:
The virtual laboratory component of CHEM 103 is designed to give you experience with experimental protocols and data analysis and will reinforce lecture material.

There are three parts to the CHEM 103 virtual laboratory:
1. A short, 3-5 question pre-lab quiz based on posted laboratory protocols, video, and materials. This quiz will be posted on Monday and will be due before your scheduled laboratory meeting. Some weeks there will be no pre-lab quiz assigned. Details will be posted in the Monday course announcement and can be seen in the laboratory folder on D2L.

2. A synchronous meeting with your lab and laboratory instructor at your scheduled laboratory time using Zoom (or an alternative teleconferencing software).

3. A laboratory assignment will be due each Sunday at 11:59 pm. This assignment will vary by week and topic but could include questions about laboratory protocol, data analysis, calculations, preparation of graphs, etc. The assignment may also include practice questions about chemistry topics.

Attendance, Absences, and Make-Ups
You are expected to complete all online lab content which will be posted on D2L and access materials at least once a week. You are also expected to log in to lab synchronously each week at your scheduled laboratory time.

Given the COVID19 pandemic, please:
- Prioritize your health.
- Contact your me if you have any participation or attendance concerns to work out individualized plans, as needed.
- Wear masks and social distance!
Tentative Lab Schedule*
*subject to change

<table>
<thead>
<tr>
<th>Week of</th>
<th>Lab Experiment/Topic</th>
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<tbody>
<tr>
<td>8/24</td>
<td>Welcome/What to Expect/Safety</td>
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<tr>
<td>8/31</td>
<td>“Elements and the Periodic Table” (Flame Testing)</td>
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<tr>
<td>9/7</td>
<td>Measurements and Density*</td>
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<td>9/14</td>
<td>Separation of a Mixture</td>
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<tr>
<td>9/21</td>
<td>Names and formulas of compounds (worksheet)</td>
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<tr>
<td>9/28</td>
<td>Molecular models and naming part 2 (worksheet)</td>
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<tr>
<td>10/5</td>
<td>Measuring pH of household solutions</td>
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<tr>
<td>10/12</td>
<td>Stoichiometry calculations (worksheet)</td>
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<tr>
<td>10/19</td>
<td>Formula of a compound</td>
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<tr>
<td>10/26</td>
<td>Chemical Equilibrium</td>
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<tr>
<td>11/2</td>
<td>Solutions, Dilutions, and Titration</td>
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<tr>
<td>11/9</td>
<td>Gas Law Relationships</td>
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<tr>
<td>11/16</td>
<td>Changes of State</td>
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<tr>
<td>11/23</td>
<td>NO LAB – THANKSGIVING</td>
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<tr>
<td>11/30</td>
<td>Making a Battery (pH)</td>
</tr>
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Millersville Policies

Academic Honesty Policy
According to Millersville University’s Academic Honesty Policy: “Students of the University are expected to be honest and forthright in their academic endeavors.” If you break the academic honesty policy, there are severe penalties. A failing grade will be assigned and you may be prosecuted by an Academic Review board. Actions that violate the Academic Honesty Policy are:

1. Plagiarism: inclusion of someone else’s words, ideas, or data as one’s own work.
2. Fabrication: falsification of research or other findings.
3. Cheating: the act or attempted act of deception by which an individual tries to misrepresent that the individual has mastered subject matter in an academic project or the attempt to gain an advantage by the use of illegal or illegitimate means. Submitting in-class participation cards for another student is considered cheating.
4. Academic Misconduct: violation of University policies by tampering with grades or participating in the distribution of any part of a test before its administration.

Official Millersville Attendance Policy
1. Students are expected to attend all classes. It is the student’s responsibility to complete all course requirements even if a class is missed. If a student misses class for an officially excused reason, then the student is entitled to make up the missed work but only at the convenience of the faculty member. Responsibility for materials presented in, assignments made for, and tests/quizzes given in regularly scheduled classes lies solely with the student.
2. The Millersville University policy states that faculty will excuse absence for the following reasons:
   a. personal illness
   b. death or critical illness in the family
   c. participation in a university-sponsored activity
   d. jury duty
   e. military duties
   f. religious holidays
3. Faculty judge the validity of student absences from class within the University’s approved guidelines and may require documentation for excuse absences. Faculty will evaluate any reason, other than those listed above, for a student missing class and determine whether the absence is justified. In these circumstances, a student may make up missed work at the discretion of the instructor.

4. In the case of foreseeable absences, students are encouraged to notify the faculty member in advance. A student who will miss class due to participation in an official University activity must notify the instructor well in advance of the activity to assure that the absence is excused.

5. For more information: [http://www.millersville.edu/registrar/faculty/attendance_policy.php](http://www.millersville.edu/registrar/faculty/attendance_policy.php)

**Title IX Statement**

*Millersville University and its faculty are committed to assuring a safe and productive educational environment for all students. In order to meet this commitment, comply with Title IX of the Education Amendments of 1972, 20 U.S.C. §1681, et seq., and act in accordance with guidance from the Office for Civil Rights, the University requires faculty members to report to the University’s Title IX Coordinator incidents of sexual violence shared by students. The only exceptions to the faculty member’s reporting obligation are when incidents of sexual violence are communicated by a student during a classroom discussion, in a writing assignment for a class, or as part of a University-approved research project. Faculty members are obligated to report to the person designated in the University Protection of Minors policy incidents of sexual violence or any abuse of a student who was, or is, a child (a person under 18 years of age) when the abuse allegedly occurred. Information regarding the reporting of sexual violence and the resources that are available to victims of sexual violence is available at [www.millersville.edu/titleix](http://www.millersville.edu/titleix).*

**Counseling Reminder**

*Students sometimes face mental health or drug/alcohol challenges in their academic careers that interfere with their academic performance and goals. Millersville University is a caring community and resources are available to assist students who are dealing with problems. The Counseling Center (717-871-7821) is an important resource for both mental health and substance abuse issues. Additional resources include: Health Services (717-871-5250), Center for Health Education and Promotion (717-871-4141), Campus Ministries, and Learning Services (717-871-5554).*

**Americans with Disabilities Act**

*Millersville University is committed to equality of opportunity and freedom from discrimination for all students, employees, applicants for admission or employment, and all participants in public University-sponsored activities. In keeping with this commitment, and in accordance with the Americans with Disabilities Act (ADA) the University will make every effort to provide equality of opportunity and freedom from discrimination for all members of the University community and visitors to the University, regardless of any disability an individual may have. Accordingly, the University has taken positive steps to make University facilities accessible to individuals with disabilities and has established procedures to provide reasonable accommodations to allow individuals with disabilities to participate in University programs. The University administration and management are obligated to report any allegation of discrimination to the appropriate office as defined in this policy.*