

CHEM& 261 Organic Chemistry I Syllabus Summer 2025

Instructor: Jennie Kong Mayer (feel free to call me Jennie or Prof. Mayer)

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Office Phone: 425-564-2281

Office Location: S-340 C

Office Hours: TBD – Check Discord/class announcements for special sessions

Course website: <http://bc.instructure.com> (requires login, see below for details)

Meeting times

Lecture:	Section A and B:	MTWThF	10:30AM-2:00 PM in S324
Lab:	Section A:	TWThF	7:30AM-10:20 AM in S314
	Section B:	MTWTh	2:10PM-5:00 PM in S314

Course Description

Chem& 261 is the first quarter of a yearly sequence of organic chemistry for science/engr/pre-professional students and assumes a foundation from a year of general chemistry. If you are in allied health (nursing, nutrition, etc.) you most likely need CHEM& 131, not this course.

Prerequisite: CHEM& 161/162/163 (gen chem) with a C or better. **NOTE: This is an accelerated course which covers 10 weeks of material in 3 weeks (13 days)! Drop dates are special for this course – see calendar on the last page for drop dates!**

Course Outcomes

This course builds on the foundations of general chemistry and will cover the structure, nomenclature, reactions, and synthesis of organic compounds. Prerequisite: CHEM& 163 with a C or better. The learning objectives for this course can be found [in the course catalog](#).

Grading

There will be a **total of 625 points** this quarter. To calculate your grade at any point, simply divide the points you have obtained by the points possible. Grades are based on the following criteria:

10 highest daily exams 10 x 30pts (**300 pts**)

10 highest online Canvas quizzes 10 x 10pts (**100 pts**)

Comprehensive Final Exam (**100 pts**)

8 labs x 10 pt (**80 pts**) + Lab practical (**20 pts**) + Lab notebook (**10 pts**)

Mechanisms Portfolio (**10 pts**)

Miscellaneous Canvas Assignments – biography + notifications (**10 pts**)

Course Evals (**5 pts**)

Percentage of points earned and corresponding letter grades:

A \geq 95		A- 90-94		B+ 87-89		B 83-86		B- 80-82
C+ 77-79		C 73-76		C- 70-72		D 60-69		F < 60

Canvas (Course Website): Course information will be posted on a Canvas site (free).

Directions: Go to <http://bellevuecollege.edu/canvas>. It will be expected that you check your email daily or every couple of days for announcements pertaining to the course. Use your Bellevue

College network ID to sign in. Go to this site if you need to look up your username or reset your password: <https://bellevuecollege.edu/netid/Default.aspx> If you cannot get access, contact me ASAP. Your first assignment is to post a short bio, profile photo and set notifications. (See Canvas course calendar for deadlines.) You will use Canvas to submit lab reports and other assignments.

Required Course Materials (some of these are on 2-hr reserve at the library!)

- ❖ Free eText: Organic Chemistry by John McMurry, 10th Edition, Open Textbook Library: <https://openstax.org/details/books/organic-chemistry> (can be viewed online or download)
- ❖ Goggles and a lab composition notebook.
- ❖ A three-ring binder to organize handouts and class materials

Recommended: (Organic Chem textbooks generally DO NOT have answers provided in them! Check your version of the eText.)

- ❖ David Klein, "Organic Chemistry as a second language: First Semester Topics" (any edition)
- ❖ "The Official Guide: Preparing for your ACS Examination in Organic Chemistry: Second Edition," American Chemical Society Exams Institute \$30 <https://acsexamsinstitute.com/organic-chemistry---study-guide/> (Can find less expensive versions elsewhere?)
- ❖ Model Kit (HGS Model Kit recommended, available from the bookstore.)

Many students
have
recommended
David Klein's
Organic
Chemistry as a
Second
Language!!

Description of Assignments/Assessments

- ❖ **Daily Exams:** There will be a short exam the first 30 min of each class on the previous day's materials/lecture. If you will be consistently late, please see me to make arrangements. One lowest exam is dropped. The answer keys are distributed immediately after the exam so no late exams are permitted - If you need to miss a quiz and know in advance let me know asap. Let me know if you have a testing accommodation.
- ❖ **Final Exam:** There will be a comprehensive final on **Thursday July 17** at 10:30-12:20pm. See me asap if you cannot make this date/time. (NOTE: CHEM&262 accelerated starts on Fri July 18!)
- ❖ **Online Canvas Quizzes:** There will be an online quiz due for homework each day. Top ten scores will be factored into your grade.
- ❖ **Mechanisms portfolio, ChemDraw, and other assignments:** These are study aids that you will assemble for yourself during the course and worth points. Descriptions will be provided in class and on Canvas.

Information about Laboratory

Lab Safety and Hygiene: Safety is always our primary concern. You are required to:

- Bring and wear goggles for every lab period, unless stated otherwise
- Wear appropriate clothing (no open toed shoes, minimal skin exposure) – **No exceptions!!!**
- Keep all reagent bottles capped/closed to prevent oxidation and contamination
- Dispose of all waste properly
- Clean up after yourself and leave the lab in better shape than you found it!
- I must inspect and sign off on your station when you are ready to leave lab.
- You must wash your hands before you leave!

Violating any of the above requirements could result in injury to yourself or others – not following these rules after multiple warnings could result in removal from lab. For not wearing appropriate attire, you will not be allowed to do the lab (you will receive a zero). Labs cannot be made up – no points will be given.

Lab Schedule: See syllabus and Canvas calendar/announcements for updated info.

Pre-Lab Work: You will not be allowed to use the lab textbook during lab. Any information you may need should be in your lab notebook. You will be graded on your preparation for lab and documentation of results/data/observation in your notebook, which will be checked during lab and at the end of the quarter. **If you miss a lab, you will get a zero for the prelab as well.** More details will be provided during your first lab session. Each prelab is worth 5 points.

Post-Lab writeups: A lab assignment (often typed) is due in Canvas before the next experiment takes place. You will be provided with a list of grading criteria (called a lab rubric). You must have your name on the lab report for credit!!! More details will be provided during your first lab session.

Lab Practical: This is the only lab where you will be graded on your results and is also the only lab where you will work as an individual. See Calendar for dates. It will be based on your ability to carry out a technique from this quarter: recrystallization or liquid-liquid extraction.

General Policies

Attendance: It is important to stay connected to the course, topics we cover in class, and keep up with assignments. Please make your best effort to attend class regularly. If you miss class, please feel free to send me a note or ask classmates what was covered so you can catch up. If you can, try to watch my videos for anything you missed or need review on. My YouTube channel is called “Orgotime” and covers the workbook. Missed exams are not automatically made up – see description of daily exams above for details.

Missed Exams: If you do not notify me and do not show up for an exam, there is no make-up guaranteed, as all students have one lowest exam score they may drop. I may ask to speak with you about the missed exam and determine a plan to proceed that may differ from giving a zero but it depends on the situation. I need to be fair to others who wish they had extra time to study too – I can’t just let some people take exams when they want to. Overlooking exam dates, oversleeping, and wanting more time to study are not excuses for a make-up exam! But please

do be honest with me and I will work with you. If you are ill or have a positive Covid test, please contact me asap (call me, leave a voicemail: 425-564-2281) for accommodations.

Late Policy: Assignments are usually turned in on Canvas. I will give a 24-hour grace period for lab reports and Canvas quizzes. Exams, pre-labs must be completed unless arrangements are made in advance or documented emergencies occur.

Academic Honesty: You are expected to write your own lab report and contribute to a shared document with your lab partner. Do not copy or reword someone else's report. If I suspect plagiarism you (and any collaborators) will receive a zero. For exams, you are expected to follow the rules provided on the exam.

Science Division Policy on Cheating: You, the student, are expected to conduct yourself with integrity. If you cheat, or aid someone else in cheating, you violate a trust. Cheating includes, but is not limited to, copying answers on tests or assignments, glancing at nearby test papers, swapping papers, stealing, plagiarizing, and illicitly giving or receiving help on exams. If you cheat, the following actions will be taken:

- You will receive a grade of zero on the work where the cheating occurred. This grade cannot be dropped.
- A report of the incident will be sent to the Dean of Students. He/she may file a report in your permanent record or take further disciplinary action such as suspension or expulsion from the college.
- If you feel you have been unfairly accused of cheating, you may appeal. For a description of the due process see WAC 132H-120.

BC Affirmation of Inclusion: <http://www.bellevuecollege.edu/inclusion/>

Please be respectful and kind to each other! Disrespectful or offensive behavior will be addressed.

Religious Accommodations

Students who expect to miss assignments because of their religious observance should be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious holidays on which they will be absent, preferably at the beginning of the term. The Request for Accommodations for Reasons of Faith or Conscience Form provides more information about and the steps to request this accommodation.

Policy 2950 Accommodations for Reasons of Faith or Conscience <http://www.bellevuecollege.edu/policies/id-2950p-2/>

College Anti-Discrimination Statement (Title IX)

Bellevue College does not discriminate on the basis of race or ethnicity; color; creed; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; gender identity or veteran status in educational programs and activities which it operates. For further information and contacts, please consult [College Anti-Discrimination Statements](#)

Campus Resources

Technology Resources: I can help with some things so please contact me. You can also try the BC Help Desk. Please contact the Bellevue College ITS Service Desk at (425) 564-4357 (HELP) if you have questions. There is access to Microsoft Office through BC, and Comcast is offering low cost internet. See Canvas Technology page under “Welcome” module for more information.

Disability Resource Center (DRC): The Disability Resource Center serves students with a wide array of learning challenges and disabilities. If you are a student who has a disability or learning challenge for which you have documentation or have seen someone for treatment and if you feel you may need accommodations in order to be successful in college, please contact us as soon as possible. The DRC office is located in B 132 or you can call our reception desk at 425.564.2498. Deaf students can reach us by video phone at 425-440-2025 or by TTY at 425-564-4110. . . Please visit our website for application information into our program and other helpful links at www.bellevuecollege.edu/drc

If you are a DRC student, make sure you reach out to me via email to discuss your accommodations.

Science Study Center (SSC, Room S-114, 425-564-2196)

The Science Study Center is a multi-purpose room where science and math students gather to study, work with models and microscopes, view videos, take advantage of computer assisted learning and more. Faculty use the Study Center for scheduled demonstrations of course materials. They are currently closed.

Academic Success Center (aka Tutoring Center) (ASC, Room D-204)

The ASC is closed but there is online tutoring available!

<http://www.bellevuecollege.edu/asc/tutoring/>

Counseling Services

These are tough times for many of us, financially, personally, emotionally. The BC Counseling Center is using a free and secure web-based program called Doxy.Me. This allows you to meet with a BC mental health counselor via video conferencing. Appointments are available Monday-Friday 8:00am – 5:00pm. Go to: <https://bellevuecollege.edu/counseling> or call them at 425-564-5747.

Other Offices and Resources:

[Financial Aid](#) | [United Way Benefits Hub](#) | [The Womens Center and Center for Career Connections](#)

[Academic Advising](#) | [Flu Team: COVID-19 resource page](#)

For all other concerns and questions that are not addressed in this document, please know I am here to support you and refer you to resources we may have access through Bellevue College. - Jennie

Tentative Schedule for Summer 2025

– Check Canvas Announcements for updates and Canvas Calendar for due dates

Day	Lecture (In-class activities)	Sections in McMurry text (Reference)	Laboratory (Sec AXA @ 7:30; Sec AXB @ 2:10)	Exams (first 30 min of class)
Mon 6/30 100% refund!	Molecular structure (Campus is closed this week – no food services!)	1.1-1.12, 2.3, 3.1	No Sec AXA lab AXB: orientation/safety; Lab prep; Functional Groups and IR Spectroscopy	
Tue 7/1	Polarity and Properties Resonance and electron flow Nomenclature Worksheet 1	2.1-2.2 2.4-2.6, 2.12 3.2-3.4	AXA: See AXB lab above AXB: Solubility	Daily Exam 1
Wed 7/2 drop w/o W	Acids and Bases	2.7-2.11	AXA: Solubility AXB: Recrystallization	Daily Exam 2
Thu 7/3	Alkanes – Bring model kits! (We have some in classroom also)	3.2-3.7, 7.2, 7.4-7.5	AXA: Recrystallization AXB: No lab	Daily Exam 3
Fri 7/4 50% refund	HOLIDAY – no class!		No lab!	No exam!
Mon 7/7	Cycloalkanes – Bring model kits! Naming alkenes	4.1-4.8, 7.5	AXA lab: No lab AXB: Extraction	Daily Exam 4
Tue 7/8	Stereochemistry – Bring model kits!	5.1-5.9	AXA lab: Extraction AXB: Isolation of Caffeine	Daily Exam 5
Wed 7/9	Review of Thermo, Carbocations, Electron Pushing; Substitution reactions S _N 1/S _N 2	6.7-6.10, 7.9-7.11, 11.1-11.6	AXA: Isolation of Caffeine AXB: Spinach Chromatography	Daily Exam 6
Thu 7/10	Elimination reactions (E1/E2); Competition	11.7-11.11 (skip E1-cb)	AXA: Spinach Chromatography AXB: 4-methylcyclohexanol	Daily Exam 7
Fri 7/11 drop date with W	Electrophilic (E+) addition;	7.6-7.11, 8.1-8.5	AXA: 4-methylcyclohexanol AXB: No lab	Daily Exam 8
Mon 7/14	More E+ addition (cyclic intermediates), Epoxide formation and ring opening; Synthesis practice		AXA: no lab AXB: Lab Practical (based on recrystallization or extraction)	Daily Exam 9
Tue 7/15	Redox Synthesis practice	8.6-8.8	AXA: Lab Practical (based on recrystallization or extraction) AXB: no lab	Daily Exam 10
Wed 7/16	Review; Multistep Synthesis workshop		AXA: no lab AXB: no lab	Daily Exam 11
Thu 7/17	Final Exam: 10:30-12:20pm S324		No lab	

