This syllabus describes the parameters of the agreement between you and your instructor for this course. Please read it carefully and be sure you understand it.

Course and Contact Information

Instructor: Sonia Cuellar-Ortiz, PhD

Office Location: Duncan Hall 417

Email: sonia.cuellar-ortiz@sjsu.edu

Preferred contact method is email through Canvas. I will respond in business hours within 48 hours. Please notice I do not answer email on weekends or holidays.

Office Hours: Wednesday 9 – 11 am and by appointment

Class Days/Time: Monday 8:00 – 10:50 am

Classroom: Duncan Hall 611

Prerequisites: CHEM 030B or CHEM 008 (with a grade of "C" or better, "C-" not accepted) and CHEM 132. (Pre/Corequisite).

Course Website

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on the Canvas learning management system course website. You are responsible for regularly logging on Canvas to learn of any updates.

Course Description

This is a laboratory course of biochemistry associated with chemistry of foods and nutrition, cellular metabolism, bio-macromolecules, vitamins and the structure of carbohydrates, lipids, proteins and nucleic acids.

Course Format

Small lectures and laboratory work, quizzes, exams, written reports. Students are expected to be actively engaged in all aspects of their learning and arrive to the laboratory prepared.

Required Texts/Readings
Textbook
Chem 132L Lab Manual, SJSU Chemistry Department, Fall 2016.

Required Equipment / Materials
- Lab notebook (carbon copy notebook is not necessary)
- Non-programmable scientific calculator.

Course Requirements and Assignments
Students are expected to expend 3 effective hours each week working for this class outside of the class room. University Policies. Workload and Credit Hour Requirements http://www.sjsu.edu/gup/syllabusinfo/#CreditHour

Final Examination or Evaluation
Final Evaluation will be based on Final Quiz and Final Lab Report. There is no exam during finals week, but the last report is due on the scheduled date of the final exam. Please check the corresponding due dates in the class schedule. There will be no make-up quizzes. Consult with your instructor for special circumstances.

Grading Information

Safety quiz (10 points): This will be given during the second lab period and you must pass it to remain in Chem 132L course. Please read the “Safety Sheet for Teaching Laboratories” (http://www.sjsu.edu/chemistry/Forms/index.html#ChemLabSafetyRules) in the Chemistry Department web page.

Formal Lab Reports (110 points): Except for the final lab report (20 points), each of the other lab report is worth 10 points. A typed lab report must be submitted for each experiment. The general lab report format will be discussed in the second class-meeting. You should proofread your lab reports before submitting them, as your writing will be assessed for clarity, completeness, conciseness and coherence.

Lab Quizzes (60 points): Four quizzes will be given and quiz dates are on the Schedule Quiz 1 and 2 are 30 points each; final quiz 30 points.

Lab Notebook (20 points): Each student’s Lab Notebook will be randomly selected for evaluation in 2 lab sessions (during the lab session). Grade will be decided by the instructor based on the following qualities organized by relevance: pre-lab work, completeness of data and results and overall lab notebook organization. The general lab notebook format will be discussed in the second class-meeting.

Lab Evaluation (10 points): It will be decided by the instructor based on the following student qualities: lab attendance and punctuality, lab techniques, experiment planning and performance, attention to safety rules, effort and utilization of time, lockers and lab bench housekeeping, and mental alertness.

Extra points: There will be three ways to achieve extra points. 1) Correctly answering topic questions when included in quizzes. 2) Work beyond average in the prelab work evaluated in lab notebooks. 3) Gathering and reporting additional experimental data when time in the lab session allows it and the instructor approve it.

Grading Policy:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>Lab Reports</td>
<td>110</td>
<td>52%</td>
</tr>
<tr>
<td>Lab Quizzes</td>
<td>60</td>
<td>28%</td>
</tr>
<tr>
<td>Lab Notebook</td>
<td>20</td>
<td>10%</td>
</tr>
<tr>
<td>Lab Evaluation</td>
<td>10</td>
<td>5%</td>
</tr>
<tr>
<td>Safety quiz</td>
<td>10</td>
<td>5%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>210</td>
<td><strong>52%</strong></td>
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</table>
**Late Submission Policy:** Please check the Schedule for lab report due dates. Late reports will be graded as follows: 1-7 days late -5% of the points available, after a week 10% of the points available will be subtracted each week.

**Determination of Grades**

Letter grades for the full course are based on the following percentage range:

- **A+ = 100 - 97.0%**
- **A = 96.9 - 93.0%**
- **A- = 92.9 - 90.0%**
- **B+ = 89.9 - 87.0%**
- **B = 86.9 - 83.0%**
- **B- = 82.9 - 80.0%**
- **C+ = 79.9 - 77.0%**
- **C = 76.9 - 73.0%**
- **C- = 72.9 - 70.0%**
- **D+ = 69.9 - 67.0%**
- **D = 66.9 - 63.0%**
- **D- = 62.9 - 60.0%**
- **F = 59.9 – 0%**
- Unsatisfactory

**Classroom Protocol**

Regular attendance is essential for your success in this course. Please remember that skipping one class to study for another class is not an acceptable excuse. As you sign up for your course load, you are responsible for fulfilling the obligations that come with that course load.

Students are expected to read and plan for each lab experiment BEFORE coming to lab. Lab Reports can be submitted only with the student own experimental work which will be performed individually or in small groups. Once finishing the experiment in the lab, students will write up Lab Reports individually or in a group. Even though you share experimental data and are encouraged to discuss the results with your lab partner and class mates, each student or group must submit original work. Copying another student’s work (data or writing) is considered plagiarism and can get you zero point for this lab report.

Further details on each experiment, if any, will be posted in Canvas. Please visit the instructor during office hours if you have trouble with any of the concepts used in the lab.

There is space in the schedule for **ONE Made-up experimental session only available for students with a justify absence**. In case of documented illness or “force majeur” please notify the instructor as soon as possible. The student should arrange with the instructor at least one week before that day, so arrangements can be done to have the reagents and other materials required for the experiment to be make up. Unexcused absences will receive a grade of zero on the formal lab report corresponding to the missed experiment.

You should read the “Safety Sheet for Teaching Laboratories” of the SJSU Catalog under Chemistry Department. Note in particular: “Failure to comply with proper procedures and prescribed safety cautions shall subject the student to disciplinary action.

1) Any student engages in unauthorized experimentation, or who seriously disregards safety, thereby endangering self and others shall be withdrawn immediately from the class with a grade of F.
2) Any student who shows persistent disregard for safety may have his/her grade lowered, and may risk being withdrawn with a final grade of F.”

At SJSU, we hope that the classroom and laboratory will serve as an environment that will promote learning and the development of new ideas, as well as be a safe and respectful community. Behavior that interferes with the normal academic function in a lab is unacceptable. Students exhibiting this behavior will be asked to leave the class.

Examples of such behavior include:

a) Persistent interruptions or using disrespectful adjectives in response to the comments of others.

b) The use of obscene or profane language.

c) Yelling at classmates and/or faculty.

d) Persistent and disruptive late arrival to or early departure from class without permission.

e) Physical threats, harassing behavior, or personal insults (even when stated in a joking manner).
f) Use of personal electronic devices such as pagers, cell phones, PDAs in class, unless it is part of the instructional activity.

The university has a brochure on student conduct that you can view at http://www.sjsu.edu/studentconduct/docs/ENGLISH%20Brochure.pdf

UNIVERSITY POLICIES

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs’ Syllabus Information web page at http://www.sjsu.edu/gup/syllabusinfo/.

Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Refer to the current semester’s Catalog Policies section at http://info.sjsu.edu/static/catalog/policies.html. Add/drop deadlines can be found on the current academic year calendars document on the Academic Calendars webpage at http://www.sjsu.edu/provost/services/academic_calendars/.

The Late Drop Policy is available at http://www.sjsu.edu/aars/policies/latedrops/policy/. Students should be aware of the current deadlines and penalties for dropping classes.

Information about the latest changes and news is available at the Advising Hub at http://www.sjsu.edu/advising/.

Consent for recording of class and public sharing of instructor material

- University Policy S12-7, http://www.sjsu.edu/senate/docs/S12-7.pdf, requires students to obtain instructor’s permission to record the course.
- Common courtesy and professional behavior dictate that you notify someone when you are recording him/her. You must obtain the instructor’s permission to make audio or video recordings in this class. Such permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material.”
- Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exam questions, lecture notes, or homework solutions without instructor consent.” If you are found uploading, sharing, publishing, etc. any intellectual property without explicit written permission, appropriate legal action may be taken.

ACADEMIC INTEGRITY

Your commitment as a student to learning is evidenced by your enrollment at San Jose State University. The University Academic Integrity Policy S07-2 at http://www.sjsu.edu/senate/docs/S07-2.pdf requires you to be honest in all your academic course work.

Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The Student Conduct and Ethical Development website is available at http://www.sjsu.edu/studentconduct/.

CAMPUS POLICY IN COMPLIANCE WITH THE AMERICAN DISABILITIES ACT

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 at http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf
TECHNICAL SUPPORT

Technical support is provided at the following places on campus when you are having technical difficulties such as password reset, browser problems, computer problems, and issues encountered when using Canvas courses. University Help Desk is the first point of contact for service and support to help you with password resets, login issues, email support and account requests. Located in Clark Hall, Room 102; Phone: 408.924.2377; Email: help@help.sjsu.edu; Hours: Mon – Thur 8am – 9:45pm, Fri 8:00am – 4:45pm http://www.sjsu.edu/helpdesk/

A.S. Computer Services Center has a computer lab with 100 computers that provided most major operating systems available from recently released versions of Microsoft Windows, to Linux, and Macintosh. Located in the Student Union on the 3rd floor; Phone: 408.924.6976; Hours: Mon – Thurs 8:00am – 10:00pm; Fri 9:00am – 5:00pm http://as.sjsu.edu/ascsc/index.jsp

PC Help Line assists you with troubleshooting issues you may encounter while using your PC. Phone: 408.924.1111

SJSU COUNSELING SERVICES

The SJSU Counseling Services is located on the corner of 7th Street and San Fernando Street, in Room 201, Administration Building. Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit Counseling Services website at http://www.sjsu.edu/counseling.
# CHEM 132L, Spring 2018, Course Schedule

**Section 1. Mondays 8:00 to 10:50 am**

Schedule is subject to change that will be announced in class.

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topics, Readings, Assignments, Deadlines</th>
<th>Lab Report Due</th>
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<tbody>
<tr>
<td>2</td>
<td>1/29</td>
<td>Check-in</td>
<td>(none)</td>
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<tr>
<td></td>
<td></td>
<td>Syllabus and Safety Discussion</td>
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<td></td>
<td></td>
<td>Expt. 1: Weights, Measurements, and Moisture Content (Part I)</td>
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<tr>
<td>3</td>
<td>2/05</td>
<td>Safety Quiz</td>
<td>(none)</td>
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<td>Discussion on lab reports/notebook</td>
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<tr>
<td></td>
<td></td>
<td>Expt. 1: Weights, Measurements, and Moisture Content (Part II)</td>
<td></td>
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<tr>
<td>4</td>
<td>2/12</td>
<td>Expt. 2: Acid/Base Titration</td>
<td>Expt. 1</td>
</tr>
<tr>
<td>5</td>
<td>2/19</td>
<td>Expt. 3: Buffers and pH</td>
<td>Expt. 2</td>
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<tr>
<td>6</td>
<td>2/26</td>
<td><strong>Quiz #1 (Exp. 1 – 3)</strong></td>
<td>Expt. 3</td>
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<tr>
<td></td>
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<td>Expt. 4: Paper Chromatography of Amino Acids (Part I)</td>
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<tr>
<td>7</td>
<td>3/05</td>
<td>Expt. 4 Paper Chromatography of Amino Acids (Part II)</td>
<td>(none)</td>
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<td></td>
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<td>Expt. 5: Transamination (Part I)</td>
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<tr>
<td>8</td>
<td>3/12</td>
<td>Expt. 5 Transamination (Part II)</td>
<td>Expt. 4</td>
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<tr>
<td></td>
<td></td>
<td>Lab Make-up</td>
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<tr>
<td>9</td>
<td>3/19</td>
<td>Expt. 5 Transamination (Part III)</td>
<td>(none)</td>
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<tr>
<td>10</td>
<td>3/26</td>
<td><em>Spring Break</em></td>
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<tr>
<td>11</td>
<td>4/02</td>
<td>Expt. 6: Photometry</td>
<td>Expt. 5</td>
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<tr>
<td>12</td>
<td>4/09</td>
<td>Expt. 7: Vitamin C Determination</td>
<td>Expt. 6</td>
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<tr>
<td>13</td>
<td>4/16</td>
<td><strong>Quiz #2 (Expt. 4 – 7)</strong></td>
<td>Expt. 7</td>
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<td></td>
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<td>Expt. 8: Bradford Protein Assays</td>
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<tr>
<td>14</td>
<td>4/23</td>
<td>Expt. 9: Activity of Pepsin</td>
<td>Expt. 8</td>
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<tr>
<td>15</td>
<td>4/30</td>
<td>Expt. 10A: Preparation of DNA from Food Samples</td>
<td>Expt. 9</td>
</tr>
<tr>
<td>16</td>
<td>5/7</td>
<td>Expt. 10B: Detection of GMOs using PCR</td>
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<tr>
<td>17</td>
<td>5/14</td>
<td><strong>Final Quiz (All experiments)</strong></td>
<td>(none)</td>
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<td>Check off notebooks</td>
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<td>Locker check-out</td>
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<tr>
<td>Final Exam</td>
<td>5/18</td>
<td>Final Lab Report (20 pts), due between 7:15 am - 9:30 am</td>
<td>Expt. 10</td>
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