Laboratory Internship
CHEM 4381.011
Fall 2023

Name: Dr. Brian Barngrover
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Phone: (936) 468-1568
Office: M-124
Student Hours: MWF 10:00 – 11:00 AM, M 2:00 – 4:00 PM; other times by appointment

Course Calendar: TBA

Grading Policy:

Laboratory Assistant: The student will be required to be prepared for each lab. The Intern will be responsible for answering student questions and helping with the preparation of each lab (calculating and preparing the number of chemicals needed). (50%)

Oral Communication: The student will prepare and present the laboratory lecture for an experiment. (25%)

Written Communication: Student will maintain a daily journal recording the following: (25%)
1. Describe what activities will be conducted that day
2. Give details on what the student did during class
3. Reflection on the outcome of the daily laboratory experience (personal and student)

Method of Evaluation:

<table>
<thead>
<tr>
<th>ITEM</th>
<th>POINT VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Assistant</td>
<td>100</td>
</tr>
<tr>
<td>Oral Communication</td>
<td>50</td>
</tr>
<tr>
<td>Written Communication</td>
<td>50</td>
</tr>
<tr>
<td>TOTAL POINTS</td>
<td>200</td>
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</tbody>
</table>

Grading Scale (Based on 200 total points possible)
This Course is Pass/Fail 139 pts or more to pass
200-139 = Pass; 138-0 = Fail

Honor Justification: This course is for 3 credits and spans 15 weeks. The course requires students to prepare by arranging and preparing course materials for the course as the primary instructor would; this includes notes, quizzes, lab materials and chemicals, grading of assignments, etc. Students will as interact and assist in the lab, helping other students, and themselves, increase their critical learning and quantitative reasoning. These activities average a minimum of 6 hours of work each week to prepare outside of time spent engaging with the content and students.
ATTENDANCE POLICY:
Attendance of class is mandatory. Two (2) or more absences will result in an ‘F’ for the course. Absences may be assigned to anyone that disrupts class, sleeps in class, or consistently comes in late or leaves early.

ACADEMIC INTEGRITY (A-9.1):
The Code of Student Conduct and Academic Integrity outlines the prohibited conduct by any student enrolled in a course at SFA. It is the responsibility of all members of all faculty, staff, and students to adhere to and uphold this policy.
Articles IV, VI, and VII of the new Code of Student Conduct and Academic Integrity outline the violations and procedures concerning academic conduct, including cheating, plagiarism, collusion, and misrepresentation. Cheating includes, but is not limited to: (1) Copying from the test paper (or other assignment) of another student, (2) Possession and/or use during a test of materials that are not authorized by the person giving the test, (3) Using, obtaining, or attempting to obtain by any means the whole or any part of a non-administered test, test key, homework solution, or computer program, or using a test that has been administered in prior classes or semesters without permission of the Faculty member, (4) Substituting for another person, or permitting another person to substitute for one’s self, to take a test, (5) Falsifying research data, laboratory reports, and/or other records or academic work offered for credit, (6) Using any sort of unauthorized resources or technology in completion of educational activities. Plagiarism is the appropriation of material that is attributable in whole or in part to another source or the use of one’s own previous work in another context without citing that it was used previously, without any indication of the original source, including words, ideas, illustrations, structure, computer code, and other expression or media, and presenting that material as one’s own academic work being offered for credit or in conjunction with a program course or degree requirements. Collusion is the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on academic dishonesty, including disclosing and/or distributing the contents of an exam. Misrepresentation is providing false grades or résumés; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual or to injure another student academically or financially.

WITHHELD GRADES SEMESTER GRADES POLICY (5.5):
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the coursework because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course to compute the grade point average. For additional information, go to https://www.sfasu.edu/policies/course-grades-5.5.pdf.
**STUDENTS WITH DISABILITIES:**
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

**STUDENT WELLNESS AND WELL-BEING:**
SFA values students’ overall well-being, mental health, and the role it plays in academic and overall student success. Students may experience stressors that can impact both their academic experience and their personal well-being. These may include academic pressure and challenges associated with relationships, emotional well-being, alcohol and other drugs, identities, finances, etc.

If you are experiencing concerns, seeking help, SFA provides a variety of resources to support students’ mental health and wellness. Many of these resources are free, and all of them are confidential.

**On-campus Resources:**
The **Dean of Students Office** (Rusk Building, 3rd floor lobby)
[www.sfasu.edu/deanofstudents](http://www.sfasu.edu/deanofstudents)
936.468.7249
dos@sfasu.edu

**SFA Human Services Counseling Clinic** Human Services, Room 202
[www.sfasu.edu/humanservices/139.asp](http://www.sfasu.edu/humanservices/139.asp)
936.468.1041

**The Health and Wellness Hub** “The Hub”
Location: corner of E. College and Raguet St.
To support the health and well-being of every Lumberjack, the Health and Wellness Hub offers comprehensive services that treat the whole person – mind, body and spirit. Services include:
- Health Services
- Counseling Services
- Student Outreach and Support
- Food Pantry
- Wellness Coaching
- Alcohol and Other Drug Education

[www.sfasu.edu/thehub](http://www.sfasu.edu/thehub)
936.468.4008
thehub@sfasu.edu
Crisis Resources:
- Burke 24-hour crisis line: 1.800.392.8343
- National Suicide Crisis Prevention Text: 9-8-8
- Suicide Prevention Lifeline: 1.800.273.TALK (8255)
Crisis Text Line: Text HELLO to 741-741

Instructor reserves the right to change the syllabus at any time