

Cal Poly Pomona, Organic Chemistry Laboratory II, CHM 3150L, Fall 2025

Meetings: Wednesdays 3:00–5:50 pm Room 8-341 Section 04, CRN 71167

Instructors: **Dr. Laurie S. Starkey** Building 4, Room 1-428 email: lsstarkey@cpp.edu

Ms. Christa (Larino) Guzman Building 8, Room 325 email: cmlarino@cpp.edu

Course homepage <https://www.chemistryconnected.com/courses/CHM-Lab>

Office Hours (Starkey):	Mon. (Zoom*)	Tue. (4-1-428)	Thu. (4-1-428)
	3 – 4:30 pm	2:30 – 3:45 pm	2:30 – 3:45 pm

Office Hours (Guzman) Tuesdays and Wednesdays from 11:15 am – 12:30 pm

*Dr. Starkey's Zoom: <https://cpp.zoom.us/j/lsstarkey>

Supplies: required: Lisa Nichols "Organic Chemistry Lab Techniques" FREE downloadable pdf (see link on course homepage), and recommended: Gilbert & Martin "Experimental Organic Chemistry." In addition, students must purchase GOGGLES, a LAB COAT and a LABORATORY NOTEBOOK (alternating colored duplicate pages). Any student without goggles, a lab coat, long pants and closed-toe shoes cannot be in the lab during an experiment, resulting in a zero grade for the lab report.

Grading:	Lab reports/Notebook	30%	Final Quiz	20%
	Prelab Quizzes	20%	Safety/Technique	10%
	NMR/Spec problem sets	20%	Total	100%

Laboratory Notebooks with duplicate pages will be maintained. "Prelab" portions of your notebook are due at the BEGINNING of each lab... **2 pts deducted if Prelab is not completed by the beginning of lab and no hands-on work will be allowed.** After taking Observations during lab, each student will turn in the carbon-copy sheets to the instructor at the end of each lab. The complete reports are due at the BEGINNING of the following laboratory meeting. Reports submitted after that time will lose 10% for the first day. A separate handout on Lab Notebooks will be provided. The notebooks will be reviewed at the end of the semester and given an overall grade. The **safety/technique grade** is based on the instructor's personal evaluation of each student's safety habits, preparation, cleanliness, punctuality, etc., and the student's Safety Captain assignment.

During the semester your lab group will serve as **Safety Captains** for one day of class, during which you will 1) give a brief prelab presentation discussing hazards; 2) monitor cleanliness and safety throughout the lab period; and 3) ensure at the end of the period that all benchtops, hoods, and instruments are clean. Each student is to write a brief summary of your experience as Safety Captain and it will be due one week after your assigned Safety Captain date. This summary should include any actions that you did to help keep the lab clean and safe, any challenges you may have encountered, and potential solutions to issues that could have been avoided.

Prelab quizzes: Preparation is the key to a safe and productive laboratory class. Students must complete the required reading assignments and complete the prelab portion of the lab notebook BEFORE attending lab each week. Daily quizzes (blank reagent tables - open notebook, and Canvas quiz-related questions) will be given at the BEGINNING of lab. **Late students will not be allowed to take the prelab quiz.** Students may also find it helpful to review materials on various lab techniques (melting point, recrystallization, extraction, TLC, distillation) by watching the available online lab tutorials <http://www.chemistryconnected.edu/ochemlab>. A Final Quiz will be given during the last laboratory meeting, after checkout.

Incompletes: An incomplete will be granted only if the student is passing the course (C or better) and has a university recognized excuse. If a student must miss the scheduled lab period, they MAY be able to attend a different section. The student should contact the instructor when such a conflict arises.

Academic Integrity: CHEATING WILL NOT BE TOLERATED. If any such situation is suspected, University policies will be strictly followed. While collaboration and teamwork are required and encouraged, each student is responsible for his or her own work: prelab, observations, discussion, etc.