

SYLLABUS **Fall, 2008**

- Course Number and Title:** **CIVEN 3813: Environmental Engineering Science**
- Meeting Time and Place:** TTH 12:30- 1:45PM 514 Engineering North
- Instructor:** William F. McTernan
109 Engineering South
Phone: 744-9308
FAX: 744-7554 Note: this is the departmental FAX- if you use it you should have a cover sheet with my name on it to insure that it gets to the correct place.
email: william.mcternan@okstate.edu
- Office Hours:** TTH 2:00-3:00 PM and by appointment.
- Course Prerequisites:** Chem 1314, 1515 or equivalent, Math 2155 or equivalent or permission of instructor.
- Course Objectives:** Introduction to the fields of environmental engineering and sciences. Including fundamentals of environmental chemistry, chemical and biological cycles, materials and energy balances, various water quality, wastewater, solid waste and air pollution issues. Also included will be units on Risk Assessment and Ethics.
- In achieving these objectives, this course also supports several educational outcomes of the BSCE degree program, a requirement of the program's accreditation. The outcomes supported by this class include:
- an ability to apply knowledge of mathematics, science and engineering.
 - an ability to identify, formulate and solve engineering problems.
 - an understanding of professional and ethical responsibility.
 - an ability to communicate effectively.
 - an understanding of the impact of engineering solutions in a global and societal context.
 - knowledge of contemporary issues.
 - an ability to use the techniques, skills and modern engineering tools necessary for engineering practice.
- Text:** Master, G.M. and Wendell P. Ela, 2007. Introduction to Environmental Engineering and Science. Third Edition. Prentice-Hall, Inc.
- Cell Phone Policy:** Don't have them turned on in class. Do not have them out during tests.

Grading:	<u>Item</u>	<u>Points</u>
	Exam 1	100
	Exam 2	100
	Term Paper	100
	Ethics HW	50
	Final Exam	150
	Homework	<u>100</u>
	Total Points	600

Grading Scale

90-100%	=	A
80-89%	=	B
70-79%	=	C
60-69%	=	D
<60%	=	F

Final Exam: Tuesday, December 9, 2008: 10:00 AM -11:50 AM.

Attendance Policy: Roll will not be taken every day. You are responsible for all materials presented in class.

Late Homework Policy: Late homework **will not** be accepted without an appropriate University sanctioned reason.

Test Makeup Policy: Makeup exams will be allowed only if a valid excuse is presented prior to the day of the exam.

Drop Policy: Outlined in the Fall, 2008 OSU Enrollment Guide which is attached.

Academic Integrity: Any student who is academically dishonest on any assignment will receive a grade of "F" for that assignment. A second occurrence will result in a grade of "F!" for the course. It is your responsibility to know what constitutes academic dishonesty. It is your responsibility to know what constitutes academic integrity; not only for this class but for the remainder of your professional lives. Please refer to the section on "Academic Integrity Policy" on the OSU Syllabus which is attached to this syllabus. Additionally, <http://academicintegrity.okstate.edu/> is the University's web page for this topic; including definitions, links and overall policy guidelines.

Tentative Course Outline: Introduction to the course and the fields of Environmental Engineering and Sciences

Introduction	
Mass and Energy Transfer	Chapter 1
Environmental Chemistry	Chapter 2
Exam 1	
Mathematics of Growth	Chapter 3
Risk Assessment	Chapter 4
Water Pollution	Chapter 5
Exam 2	
Water Quality Control	Chapter 6
Air Pollution	Chapter 7
Solid Waste Management	Chapter 9
Global Atmospheric Change	Chapter 8
Final Comprehensive Exam	

Over the course of the semester there will be several in-class handouts such as reading or homework assignments. Should you miss receiving these; copies will be available to you in the appropriately marked file folder in the plastic sleeve on my office door. **Do not use this folder or sleeve to hand in any assignment or other material.** Should you need to hand in material at times other than in class, either give them to me personally, give them to my secretary, Ms. Massey in room ES 107 or put them in my mailbox in ES 207.

Holidays: Included in the attached OSU Enrollment Guide.

Other: Recently the National Council of Examiners of Engineering and Surveying (<http://www.ncees.org> and <http://www.engineeringlicense.com>) has placed limitations upon the use of programmable calculators during the FE and PE examinations. The approved list of calculators is attached.

“What is the calculator policy? What calculators may I bring to the exam?”

Only models of calculators approved by NCEES are permitted in the exam room. *No other models of calculators or variations of the models listed below are permitted in the exam room.*

The following are the only calculators that will be permitted in the exam room for the 2008 exam administrations.

Casio: All **fx-115** models. Any Casio calculator must contain **fx-115** in its model name.

Hewlett Packard: The **HP 33s** and **HP 35s** models, but no others.

Texas Instruments: All **TI-30X** and **TI-36X** models. Any Texas Instruments calculator must contain either **TI-30X** or **TI-36X** in its model name.

Each year, NCEES will review and revise the approved calculator list and then announce the updated list by November 15.”

(<http://www.ncees.org/exams/calculators/#policy> 2008)



OKLAHOMA STATE UNIVERSITY SYLLABUS ATTACHMENT FALL 2008

<http://osu.okstate.edu/acadaffr/aa/syllabusattachment-Fall.htm>

WE ARE VERY CONCERNED ABOUT YOUR SUCCESS AS A STUDENT AT OSU. THIS INFORMATION IS PROVIDED TO ANSWER QUESTIONS MOST OFTEN ASKED BY STUDENTS.

IMPORTANT DATES

Last day to add a class (without instructor permission)	8/25/08
Last day to drop a course with no grade and no fees charged for courses	8/25/08
Last day to withdraw completely from the University and receive a 100% refund	8/25/08
Last day to add a class (with instructor permission)	8/29/08
Last day to drop a course with an automatic "W" and receive a 50% refund	8/29/08
Last day to withdraw completely from the University and receive a 50% refund	8/29/08
Last day to post 6 week grades for 1000 & 2000 level courses	9/30/08
Last day to file diploma application	11/3/08
Last day to drop a class with an automatic "W"	11/7/08
Last day to withdraw completely from the University with an automatic "W"	11/7/08
Last day to withdraw completely from all OSU classes with an assigned "W" or "F"	11/21/08
Pre-Finals week	12/1 – 12/5/08
Final examinations	12/8 – 12/12/08

FALL SEMESTER HOLIDAYS

Labor Day	9/1/08
Fall Break	10/10/08
Thanksgiving Break*	11/26 - 11/28/08

*University closed Thursday & Friday, no classes Wednesday

DROPPING A COURSE AND WITHDRAWING FROM THE UNIVERSITY

Students often confuse these terms <http://osu.okstate.edu/acadaffr/DropAdd.htm>.

Dropping a Course (or courses) may occur during the first twelve weeks of the semester. This means, however, that you are still enrolled in at least one other OSU course. (Remedial courses cannot be dropped without written permission of the advisor.) *After the twelfth week (November 7, 2008), a course may be dropped by petition but only when verifiable extenuating circumstances can be demonstrated.* Verifiable extenuating circumstances must be reasons beyond your control, such as illness or accidental injury. **Poor performance in class is not an extenuating circumstance.** You must obtain a petition to drop a course after the deadline from your advisor and get the signature of your advisor and dean with a grade of "W" or "F" assigned by the instructor. The Late Drop Panel must then approve the petition.

Withdrawing from the university means that you are dropping *all* of your courses and **are no longer enrolled for the current semester.** This may occur until the Friday before pre-finals week

(November 21, 2008). The withdrawal process is initiated in your dean's office. CHECK THE ***IMPORTANT DATES*** SECTION FOR THE "DROP" AND "WITHDRAWAL" DEADLINES FOR THIS SEMESTER.

ACADEMIC INTEGRITY POLICY

Oklahoma State University is committed to the maintenance of the highest standards of integrity and ethical conduct of its members. This level of ethical behavior and integrity will be maintained in this course. Participating in a behavior that violates academic integrity (e.g., unauthorized collaboration, plagiarism, multiple submissions, cheating on examinations, fabricating information, helping another person cheat, unauthorized advance access to examinations, altering or destroying the work of others, and fraudulently altering academic records) will result in your being sanctioned. Violations may subject you to disciplinary action including the following: receiving a failing grade on an assignment, examination or course, receiving a notation of a violation of academic integrity on your transcript, and being suspended from the University. You have the right to appeal the charge. Contact the Office of Academic Affairs, 101 Whitehurst, 405-744-5627, academicintegrity.okstate.edu.



CLASS ATTENDANCE IS IMPORTANT

Attendance usually has a high correlation with how well you perform in a course. Talk with your instructor about any absences. Many instructors consider attendance so essential that your grade may be affected by your absence. *SOME DEPARTMENTS AND PROFESSORS HAVE MANDATORY ATTENDANCE POLICIES.* Check your course syllabus or ask your instructor for this information. If you are required to participate in official university-sponsored activities or military training you should receive an excused absence unless the written course attendance policy indicates otherwise.

PRE-FINALS WEEK POLICY

Final examinations are scheduled at the end of each semester and are preceded by pre-finals week, which begins seven days prior to the first day of finals. During pre-finals week, all normal class activities will continue; however, no assignment, test, or examination accounting for more than 5% of the course grade may be given; and no activity or field trip may be scheduled that conflicts with another class. This excludes makeup and laboratory examinations, out-of-class assignments (or projects) made prior to pre-finals week, and independent study courses. No student or campus organization may hold meetings, banquets, receptions, or may sponsor or participate in any activity, program, or related function that requires student participation. Contact the Office of Academic Affairs, 405-744-5627, 101 Whitehurst.

FINAL EXAM OVERLOAD POLICY

In the event that you have three or more final exams scheduled for a single day, you are entitled to arrange with the faculty member instructing the highest numbered course (4 digit course number) or two highest, if you have four finals on one day, to re-schedule that examination(s) at a time of mutual convenience during final exam week. You may not reschedule common final exams unless you have common exams scheduled at the same time. You should submit this request in writing, with a copy of your class schedule, at least two weeks prior to the beginning of final exam week. The faculty member has one week prior to the beginning of final exam week to arrange a mutually convenient time for administration of the final exam, after which you take the request to the Office of Academic Affairs, 101 Whitehurst.

INFORMATION TECHNOLOGY

Student Email - OSU uses your OKSTATE.EDU email address for electronic correspondence. If you do not use the OSU email system you must redirect your okstate.edu email using the Orange-Key System (www.okey.okstate.edu). Failure to maintain an accurate email address may result in missed or lost university communications. For email assistance contact the IT Helpdesk at 405-744-HELP (4357).

Computer Labs - A complete description of computer labs and hours of operations are available at their website: <https://it.sharepoint.okstate.edu/TechnologySupport/DeskSide/labs/>. Lab information is also available by calling the Information Technology Help Desk, 405-744-HELP (4357).

LIBRARY HOURS

Edmon Low Library (405-744-5029)

Digital Library Toll Free: (1-877-744-9161)

Monday-Thursday	7:30 a.m.-2:00 a.m.
Friday	7:30 a.m.-10:00 p.m.
Saturday	9:00 a.m.-10:00 p.m.
Sunday	9:00 a.m.-2:00 a.m.

*Hours will vary during University holidays.

*Contact the following for information on hours of operation:

Architecture Library	405-744-6047
Curriculum Materials Library	405-744-6310
Veterinary Medicine Library	405-744-6655

Library web address: www.library.okstate.edu

GENERAL EXPECTATIONS OF STUDENTS

By enrolling at Oklahoma State University, you accept responsibility for complying with all University policies and contracts, and for local, state and federal laws on- or off-campus that relate to the University's mission. **The Student Rights and Responsibilities Governing Student Behavior** document explains the standards of behavior expected of you, processes in place for enforcing the rules, and the University's response to violations (<http://www.okstate.edu/ucs/SJA/srr.htm>). In general, the University expects you to respect the rights of others and authority, represent yourself truthfully and accurately at all times, respect private and public property, and take responsibility for your own actions and the actions of your guests. Call 405-744-5470 for more information.

WHERE TO GO FOR HELP

Instructor - If you have questions regarding your class, talk to your instructor. Faculty members usually include their office hours and/or phone number in the class syllabus. If you cannot locate this information, set a time to meet with your instructor by speaking with him/her prior to or immediately following your class session or check with the departmental office on when the instructor may be available.

Academic Advisor - All students will benefit by conferring with an advisor on a regular basis. If you do not know your advisor, or are unhappy with your advisor, talk to the Student Services Director for your college.

Academic911.okstate.edu - Your online resource for academic and personal success, sponsored by Student Affairs.

Mathematics Learning Resource Center (4th Floor, Classroom Building) Tutors are available to answer questions for classes ranging from Beginning Algebra through Calculus II. Tutoring for Differential Equations and Linear Algebra is offered at specific times. Go to www.math.okstate.edu/mlrc or call 405-744-5818.

Writing Center (104 Morrill Hall) The Writing Center helps writers throughout the composing process; you should plan to visit early and often throughout the semester, not just the day before an assignment is due. Tutors will work with you to improve your brainstorming, organizational, and composing techniques. Call 405-744-6671 or go to english.okstate.edu/writing.

Tutoring (214 Student Union) University Academic Services offers free individual tutoring for a variety of courses. Call 405-744-5333. . www.okstate.edu/ucs/tutoring.html lists other tutoring services.

University Counseling Services (316 Student Union or 002 University Health Services) Professional counselors offer confidential personal and/or career counseling. Call 405-744-5472 or 405-744-7007 or www.okstate.edu/ucs/Counselingservice.htm.

Office of Student Disability Services (315 Student Union) - According to the Americans with Disabilities Act, each student with a disability is responsible for notifying the University of his/her disability and requesting accommodations. If you think you have a qualified disability and need special accommodations, you should notify the instructor and request verification of eligibility for accommodations from the Office of Student Disability Services. Please advise the instructor of your disability as soon as possible, and contact Student Disability Services, to ensure timely implementation of appropriate accommodations. Faculty have an obligation to respond when they receive official notice of a disability but are under no obligation to provide retroactive accommodations. To receive services, you must submit appropriate documentation and complete an intake process during which the existence of a qualified disability is verified and reasonable accommodations are identified. Call 405-744-7116 or go to www.okstate.edu/ucs/stdis/.

Office of Affirmative Action (408 Whitehurst) Oklahoma State University policy prohibits discrimination based upon gender, race, color, ethnicity, age, religion, national origin, veteran's status, disability, or sexual orientation. If you believe that you are being discriminated against, you may discuss your concerns and file informal or formal complaints with Dr. Carolyn Hernandez, 405-744-5371.

SEEK ANSWERS TO YOUR QUESTIONS

The OSU faculty and staff want you to be successful in your educational pursuits. If you have questions or concerns, seek help EARLY. We are here to assist you.