Section A: Tuesdays, 8-10:50am  
Section B: Tuesdays, 1-3:50pm  
Section C: Tuesdays, 6-8:50pm  
Room: Rankin 104

Lead Instructor: Kelly LaBlanc (A&B)  
Office: 302 Rankin  
Phone: 262-524-7147  
Email: klablanc@carrollu.edu  
Office Hours: MF 1:30 to 3 pm, Th 9:30-11:30 am, or by appointment.

Instructor: Carrie Czech (C)  
Office: 104 Rankin  
Email: cczech@carrollu.edu  
Office Hours: Tuesdays 5-6pm or by appointment.

Lab Manual:  

Grading and Grade Scale:  
Lab exercises are worth 40% of your overall grade in ENV 105. The lead instructor reserves the right to adjust grades across lab sections. See lecture syllabus for further grading information and grade scale.

Lab Exercises:  
Please bring your lab manual, textbook, pencil, and a calculator to each lab. Other materials will be provided by the instructor. Labs are previewed in lecture.

Prior to coming to your lab section, read the associated lab manual section. Then answer the online pre-lab questions. Pre-labs close at the beginning of the lab period. Pre-lab grades (5 pts each) are added to the lab grade for that week.

Individual lab assignments earn points based on neatness, correctness, and participation (see section below).

- To receive **full** credit on calculations, you must…  
  - arrive at the correct answer  
  - show all work unless specifically instructed otherwise  
  - rearrange equations before plugging in numbers  
  - carry units through calculations  
  - record answers in significant figures unless specifically instructed otherwise

- To receive **full** credit on other questions, you must give a complete, coherent, and correct answer in your own words using appropriate terminology.

All labs must be completed in pencil. Lab exercises are **due at the end of the lab period**. Earth science is a field science, so some lab exercises will be conducted outside. Please dress weather appropriate on those days.
Lab Attendance:
You are expected to attend all scheduled lab sections. You may not leave lab early for any reason other than completion of the lab activities or emergency situations. DO NOT SCHEDULE APPOINTMENTS DURING LAB FOR ANYTHING OTHER THAN AN EMERGENCY (i.e. you need immediate medical attention and not that it was the only time you could get an appointment for on-going care).

Make-ups:
Your lowest lab grade and pre-lab grade will be dropped. You are still expected to be able to demonstrate the skills practiced in any missed lab.

If you miss more than one lab exercise, you cannot make it up without the instructor’s approval (Dr. LaBlanc) and proper documentation. You will be required to hand in a copy of an official document from a proper authority stating that you could not attend the lab at time and date in question. For example:

- A letter from a coach (with contact information) stating that you will be travelling/participating in a sports activity on the day in question and during the time in question.
- A doctor’s note (with contact information) stating that he or she has examined you recently (that day or within the last few days) and has determined that you are too ill to attend lab on the day and time in question.

Make-up labs are to be completed on your own time. You must make-up the lab within one week of the scheduled lab session. It is your responsibility to schedule a lab make up time with Dr. LaBlanc. Failure to meet any of the requirements of the attendance policy will result in a zero for the lab in question.

Lab Practicum:
The lab practicum will be held at the end of the semester (December 12). During this time, you will be expected to independently demonstrate some of the technical skills and data interpretation skills learned in the lab. The lab practicum is included in the lab portion of your overall grade in this course (40%).

Lab Participation:
You are expected to fully engage in and positively contribute to the lab learning environment. Your participation will be penalized for the following behaviors:

- Unexcused absence.
- Using phone or other electronic devices during lab.
- Disrespectful behavior towards other students or instructor.
- Tardiness
- Not bringing pencil, calculator, textbook, or lab manual.
- Talking or sleeping while the instructor is talking.
- Not contributing equally to lab activities.
- Intentional vandalism of lab equipment or the classroom. Actions will be reported to the Office of Student Conduct, and you will be liable for damages.
Accommodation for Disabilities:

Students with disabilities who may need accommodations or any student considering obtaining documents should make an appointment with the Walter Young Center (262-524-7621) no later than the first week of class.”

Food and Drink:

No food or drink is allowed in the lab room as it may contain biohazards. Any food and drink should be consumed/left in the hallway. Please pick up after yourself when leaving lab.

Academic Honesty:

Carroll University Academic Integrity Policy is located in the student handbook found on the Student Affairs portal page (https://my.carrollu.edu/ICS/Departments/Student_Affairs/). Please familiarize yourself with it. Carroll University emphasizes that students have an obligation to conduct their academic work with honesty and integrity. All acts of academic misconduct are serious. If you have any questions about appropriate citations, please ask.

Students are encouraged to collaborate with a partner on lab exercises; however, turned in work should represent an individual effort.

The following behaviors will be considered a violation of the academic honesty policy and will be subject to the penalties described on the lecture syllabus.

- Complete or in part plagiarism/copying of another’s work, even if that person is your partner. Dividing up lab work between partners and then sharing/copying between partners is not acceptable.
- Using unauthorized resources, electronic or otherwise.
- Accessing or using the instructional key or student work from previous semesters or other lab sections.
- Other actions that the instructor deems as academically dishonest.

Disclaimer:

The instructor and the University reserve the right to modify, amend or change the syllabus (course requirements, grading policy, etc.) as the curriculum and/or program require(s).

Lab Schedule:

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<th>Date</th>
<th>Topic</th>
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<td>9/12</td>
<td>Lab 1: Math in Earth Science</td>
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<td>9/19</td>
<td>Lab 2: Describing Location and Isoline Maps</td>
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<td>9/26</td>
<td>Lab 3: Minerals and Geologic Time</td>
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<td>10/3</td>
<td>Lab 4: Rocks and Geologic Maps</td>
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<td>10/10</td>
<td>Lab 5: Soil Analysis</td>
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<td>10/17</td>
<td>Fall Break (No Class)</td>
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<td>10/24</td>
<td>Lab 6: Topographic Maps</td>
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<td>10/31</td>
<td>Lab 7: Stream Flow and Landforms</td>
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<td>11/7</td>
<td>Lab 8: Glaciers and Glacial Landforms</td>
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<tr>
<td>11/14</td>
<td>Lab 9: Earth-Sun Relationships, Insolation, and Temperature</td>
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<td>Date</td>
<td>Lab Series</td>
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<td>11/21</td>
<td>Lab 10: Humidity, Wind and the Station Model</td>
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<td>11/28</td>
<td>No Lab</td>
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<td>Lab 11: Weather Systems</td>
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