

**A. R. Mech** (C-108, 877-8325, 877-1800)

TEXT: Çengel, Y. A., *Heat Transfer: A Practical Approach*,  
2<sup>nd</sup> Ed., McGraw-Hill, Boston, 2003.

POINT DISTRIBUTION:

Homework, Active Learning Exercises, RATs, etc. ....	15 %
Exams .....	51 %
<u>Final Exam</u> .....	<u>34 %</u>
Total .....	100 %

FIXED GRADING SCALE: Final course grade (CG) ranges are:

CG $\geq$ 90 % .....	A	77 % > CG $\geq$ 70 % .....	C
90 % > CG $\geq$ 87 % .....	B+	70 % > CG $\geq$ 67 % .....	D+
87 % > CG $\geq$ 80 % .....	B	67 % > CG $\geq$ 60 % .....	D
80 % > CG $\geq$ 77 % .....	C+	60 % > CG .....	F

SOME SPECIFICS:

Availability of Prof.

Please feel free to come to my office or phone for help. I most frequently have my door closed even if I am there. Knock and listen for a muffled cry to “Come in.” Don’t give up too soon. Try the door knob. I have had people walk away before I could even get to the door. (That leaves both of us frustrated.) Sometimes I am photocopying in the department office. Please check there as well.

My schedule is listed by my door and I am frequently there open times. If you can’t come then or find me, make an appointment with me. You may call me at home before 10:30 PM.

The Text & Lap Top Computers

Each student is responsible for having a copy of the current text for homework and each exam. This text will be a helpful reference in the future. I would buy it and keep it.

Your own lap top computer can be used during exams. Whenever a lap top **is** used in class, it shall be run as an **independent** unit disconnected from the net and any other computers.

Development vs. Evaluation Activities

The activities you do in this class fall into one of two categories. Some help you develop your knowledge, understanding or skills. The others evaluate the level of your knowledge, understanding or skills.

Homework, Active Learning Exercises (ALEs), Readiness Assessment Tests (RATs) and any other out of class assignment are development tools. Because repetition and repair help in this development, each student has the opportunity to receive 100% for that portion of their grade by resubmitting corrected work. Spelling, grammar, and presentation do matter.

The Exams (including final) evaluate the level of your knowledge, understanding or skills. As a consequence, they evaluate the success of your development activities. THEREFORE,

NO ONE WITH A FAILING EXAM AVERAGE WILL PASS THE CLASS  
REGARDLESS OF THE SCORE RECEIVED ON THEIR DEVELOPMENT ACTIVITIES.

Reading Assignments

Reading assignments should be completed *before* coming to the class period where they appear on the schedule.

## Concept Questions

Understanding a concept goes beyond solving a problem. It is often the difference between how and why. Your text has a number of concept problems marked with a “C”, e.g. 5-15C. At least 10% of each exam will be based on similar questions.

## Homework

Each problem solution of a **graded homework** will receive a score using correctness, coherence and format as criteria.

A solution may be **resubmitted** in corrected form. Each resubmittal must be stapled IN FRONT of all previous submittals of that problem. Resubmittals for **full credit** are due by the class meeting after the hourly exam on that subject matter.

## Active Learning

Learning is not a passive process. You are actively constructing your own knowledge so that you can use it. In-class **active learning exercises (ALEs)** will be used to facilitate this process. During these exercises you will work on a problem and I will be available to give hints. The solution will be discussed afterward. Sometimes you will be working by yourself; typically you will work in pairs. Some ALEs will be discovery; others review. The emphasis is on effort.

## Readiness Assessment Tests

You should come to class everyday prepared to take a brief quiz -- a Readiness Assessment Test. A RAT will typically cover the key points in the assigned reading or the previous day's lecture. These tests will be brief (approx. 5 minutes) and will be given at the beginning of class. Makeup RATs will not be given to latecomers or absentees.

## Grading Errors on Exams

If you feel I have made a mistake grading your exam (e.g., sometimes I add points incorrectly), tell me (nicely) in writing. Corrections will be made as appropriate. NOTE: To be as consistent as possible, I have a score key. I will not change the amount I take off for a particular error.

## Final Exam

The Final Exam will be **comprehensive** and somewhat harder than the in-class exams but more time will be given to reduce rush and stress. Every student is expected to take the final exam during the Final Exam Period scheduled by the Registrar.

## Absence

**Absence** can affect your grade. ALEs performed in your absence can not be replaced. Each absentee is responsible for obtaining notes and assignments from other students in class.

## Academic Misconduct

It should go without saying, that any act of **academic misconduct** is grounds for cancellation of this grade covenant and discipline according to the most recent update of the Rose-Hulman Institute of Technology's Academic Rules and Procedures. (See the Registrar's web page.)

Of course, any collaboration on exams is academic misconduct.

What about homework? Graded homework solutions are to be your own work. There is a big difference between getting a hint and copying. You ought to be able to work through a problem by yourself after you have received any hints. In a similar way, team work should be the team's work. If a teammate takes credit without helping, that is misconduct.