SYLLABUS - ENVS 680 Environmental Studies Internship

Instructor:
Carlos Davidson. Office: 332 HSS.
Phone: 405-2127
Email: carlosd@sfsu.edu (put “ENVS680” at start of subject line)
Web page: http://online.sfsu.edu/carlosd

Classroom and Time: Tuesday 6:10-9:00 pm, HSS 278 on the following dates: Sept 2, Oct 7, Nov 4 and Dec 2.

Course Description: The official Bulletin description is: Fieldwork in approved public, private, non-profit, environmental organizations, government and non-government agency or local business under supervision of faculty coordinator.

Half the course is the fieldwork described in the Bulletin, but the other half of the course is the academic work of reflecting on the fieldwork experience. Reflection takes the form of class discussions and writing and presentation assignments designed to get students to think about what they are learning from their fieldwork and how the fieldwork benefits the community.

Course objectives:
- Student participation in an internship related to the environment
- Students will assess what they are learning from their internship
- Students will assess the benefits of their internship to the community and to themselves

Attendance Policy: Attendance in class is required. Class meets only four times so even a single absence means missing a quarter of all class time. Class time will be devoted to activities that cannot be “made up” if they are missed, such as student presentations and class discussion.

Homework assignments. All homework assignments are due at the start of class on the due date. Email submission of assignments will not be accepted. All written assignments must be typed. Late assignments are down graded a grade for each week (or fraction thereof) late. The activity log and journal cannot be turned in for credit more than one week late. Last Day to hand-in course assignments: Tuesday, December 16th, 5pm.

Grading: Grades are based on the following points:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completed Work agreement</td>
<td>100</td>
</tr>
<tr>
<td>First submission Journal</td>
<td>100</td>
</tr>
<tr>
<td>Second submission Journal</td>
<td>100</td>
</tr>
<tr>
<td>Third submission Log/Journal</td>
<td>100</td>
</tr>
<tr>
<td>Combined Final Journal</td>
<td>150</td>
</tr>
<tr>
<td>First, Second and Third Logs</td>
<td>25 each</td>
</tr>
<tr>
<td>Final Presentation</td>
<td>100</td>
</tr>
<tr>
<td>Participation</td>
<td>150</td>
</tr>
<tr>
<td>Supervisors evaluation</td>
<td>125</td>
</tr>
<tr>
<td>TOTAL</td>
<td>1000</td>
</tr>
</tbody>
</table>

Final course grades are based on total points, with 100-90% A, 89-80% B, and 79-70% C. The percentage cutoffs may be adjusted or “curved” downward based on the difficulty of assignments, but they will not be moved upwards.

Plagiarism: Plagiarism is using someone else’s work and not giving credit. Plagiarism can consist of either borrowing ideas or borrowing wording or both. If you take a sentence from a source and use it in a paper without quotation marks that is plagiarism. Depending on the seriousness of the case, plagiarism will result in failing an assignment or failing the class. Please don’t plagiarize.

Electronics policy: Please turn off cell phones, and all other electronics in class.
Important Dates: CHSS Withdrawal Policy: The last day to drop a class is September 8th, 2014 until 11:59pm. Starting September 9th – November 21st, 2014 you must submit a withdrawal petition. Withdrawal from a class starting September 9th, 2014 will be considered for serious and compelling reasons only and must have accompanying documentation. The following reasons are not considered serious and compelling: Changing your major, poor performance, class not required for graduation/major, or more time needed for other classes. If you wish to withdraw from class due to unexpected changes in your work schedule, illness or family emergencies, documentation will be required, along with a copy of unofficial transcripts. If you are requesting a withdrawal, bring your petition and appropriate documentation to the instructor. From November 22nd – December 15th, 2014 you may not withdraw from a class or the University, except in the case of a serious documented illness or verified accident.

CR/NC Option: The last day to request CR/NC option is October 20th, 2014 until 11:59pm. The Associate Dean will not approve requests for changes if you miss this deadline.

Late Add Policy: The period to add classes via permit numbers is August 25th - September 8th, 2014. The period to add classes by Exception (2nd set of permit numbers) is September 9th-22nd, 2014. It is your responsibility to procure a late permit number from your instructor and add the class. Faculty cannot add you into a class. Starting September 23rd, 2014 a Waiver of College Regulations form must be signed by your instructor, Chair and CHSS Associate Dean to add. This will be approved only if there was an administrative error.

Check your registration through SF State Gateway: Sign up for CR/NC, drop and add classes by the appropriate deadline online through SF State Gateway. ALWAYS check your registration after making any changes and BEFORE deadlines to be sure you are registered properly for your classes. This is a student responsibility. Deadlines for all registration procedures, including withdrawals and requests for credit/no credit, are listed in the class schedule and will be strictly adhered to by the instructor, the Department Chair and the Associate Dean of College of Health & Social Sciences. This can be viewed on the Registration Calendar at the following website: http://www.sfsu.edu/~admisrec/reg/regsched.html

Disability Programs and Resource Center: Students with disabilities who need reasonable accommodations are encouraged to contact the instructor. The Disability Programs and Resource Center (DPRC) is available to facilitate the reasonable accommodations process. The DPRC, located in SSB 110, can be reached by telephone at 415-338-2472 (voice/TTY) or by e-mail at dprc@sfsu.edu.

Course Schedule

Meeting 1 September 2nd - 6:10 pm – 9:00 pm
Introductions. Explanation of course goals and assignments. Small group discussion of personal goals. Individual meetings - Internship “Problem Solving” (Optional)

Meeting 2 , October 7th – 6:10 pm – 9:00 pm
*1st installment Activity Log and Journal due. *Work Agreements due. Discussion of evaluation of environmental effectiveness of internship activities. Schedule Final Presentations for last two classes. Internship “Problem Solving” (Optional)

Meeting 3 November 4th - 6:10 pm – 9:00 pm
*2nd installment Activity Log and Journal due. Discussion of personal gains through internship experience. Final Presentations (First Round). Internship “Problem Solving” (Optional)

Meeting 4 December 2nd – 6:10 pm – 9:00 pm
*3rd installment Activity Log due. *3rd install Journal due (with 1st and 2nd journals attached). *Individual Final Presentations due. *Supervisor’s Evaluation due (the form is available on class iLearn site) and should be mailed or emailed to the instructor. Group Discussion on Internship Experience

Last Day to hand-in course assignments: Tuesday, December 16th, 5pm.