



# **BGS 403.01W Unfettered Thought - Sustainability**

**COURSE SYLLABUS: Summer 2, 2014**

**Instructor:** Tina Lancaster

**Office Location:** AG/IT 231

**Office Hours:** Online and by Appointment

**Office Phone:**

**Office Fax:**

**University Email Address:** Tina.Lancaster@tamuc.edu

## **COURSE INFORMATION**

*There is no text book required for this course.*

### **Course Description**

This course introduces students to the idea of sustainability, and examines the concept from a micro to a macro level. Overarching environmental factors in relation to maintaining quality of air, water, and wildlife are considered, and the meaning of sustainability is explored from the following perspectives: individual, community, city/business, nation/culture, and world. Topics include the triple-bottom line perspective, challenges and conflicts, global sustainability initiatives, and an individual evaluation.

### **Student Learning Outcomes**

1. Define terms related to the study of sustainability.
2. Explain the evolution of the concept of sustainability.
3. Explain the requirements for achieving the various levels of sustainability.
4. Identify the social, environmental, and economic forces which impact the concept of sustainability.
5. Examine how the sustainability concerns of people, planet, and profit might be balanced.
6. Analyze the opportunities and challenges related to achieving sustainability.

7. Identify large-scale initiatives in support of sustainability.
8. Assess the impact of individual lifestyle decisions on sustainability and the environment.

## COURSE REQUIREMENTS

### Instructional / Methods / Activities Assessments

#### Lesson Checklist

Every lesson has a prescribed checklist of activities required to successfully complete the lesson. Follow this checklist, in the specified order, to complete each lesson.

**BE CREATIVE!!!!!!** The assignments should be thought out, well written and have acceptable creativity added within them. **Also**, I suggest getting a calendar and write down assignments and due dates to help you stay on track. Once discussions and quizzes close, they will **NOT** be reopened and will **not** be accepted!!!

## GRADING

### Activities

*Survey of Sustainability* is made up of the numerous assignments and activities listed below. Detailed instructions for activities are presented within the Lesson.

#### Graded Activities

- Student Introduction
- Academic Honesty Policy
- 8 Discussion Forums
- Ecological Footprint Assignment
- 12 Quizzes
- Finding the Balance Project
- Multimedia assignment

The following table shows the activity types contained within this course, and the assigned weighting to determine the final course grade.

Activity Types	Weight	Due Date
Student Introduction	100	July 12
Academic Honesty Policy	100	July 12
Quiz 1 (What is Sustainability)	100	July 12
Ecological Footprint <b>Assignment</b>	100	July 12
Quiz 2	100	July 16

Quiz 3	100	July 19
Sustainability & Society Discussion	100	July 19
Quiz 4-Sustainability Quiz	100	July 20
Global Issues Discussion	100	July 20
<b>No Quiz 5-Review Lecture</b>	No points	July 20
Quiz 6 Sustainable Solutions	100	July 26
Quiz 7	100	July 26
Sustainability & Business Discussion	100	July 27
Quiz 8		July 27
People, Planet, Profit Discussion	100	July 27
	100	
Quiz 9		July 28
Challenges Discussion	100	July 28
	100	
Quiz 10		August 1
Finding the Balance Discussion	100	August 1
	100	
Quiz 11		August 2
Finding the Balance <b>Project</b>	100	August 2
	100	
Quiz 12		August 3
The Big Picture Discussion	100	August 3
	100	
Quiz 13		August 6
Multimedia <b>Assignment</b>	100	August 6
The Small Picture Discussion	100	August 6
	100	
	2600	

Letter grades for the course will be based on the following grading scale.

Letter Grade	Percentage
A	2600 - 2340
B	2339 - 2106
C	2105 - 1895
D	1894 - 1705
F	<1704

### Introduction/Discussion/Comments Posts

The **Introduction** is a chance for you to 'meet' your colleagues in the class and an opportunity to introduce yourself, using VoiceThread, to your professor. There are tutorial handouts for using VoiceThread located in Doc Sharing, under the VoiceThread handout categories. You will also be required to answer a course-related question. Specific instructions on what to post are available when you click on Introduction in Week #1.

The **Discussions** are directly related to the assigned readings. Upon completion of the assigned readings, you are expected to engage in an **ongoing** discussion/debate with your classmates. Your contributions to the discussion forums will be graded for **quality** and a **detailed analysis** linking the material to a critical appraisal of theory, policy, and practice. The introduction of outside materials is not mandatory (unless otherwise noted in the discussion topic assignment), but is highly recommended. In all cases, students must cite in-text and provide a full bibliography/works cited at the end of their post for all citations mentioned in the post (See information later in the syllabus for more information on citing utilizing APA citation format. Also see the 'How to Cite' Factsheet).

The specific discussion assignment is located in each unit Week by clicking on the Discussion link.

The **Comment** posts are responses you make to the discussion posts that you and your classmates post as assigned.

Comment posts should be meaningful. Merely agreeing or disagreeing with a classmate will not be looked upon favorably and will result in a loss of points. A meaningful post is one that moves the discussion forward in some substantive way through providing one's perspective, additional information through research, or reframing the discussion in some new way. You are expected to engage in an **ongoing** discussion/debate with your classmates. Your comments will be graded for **quality**, and **relevance**. Your comments will also be graded based on your ability to engage in critical thinking. Students **must** provide one outside source for **at least** one comment that they make.

**NO LATE COMMENTS ARE ACCEPTED.**

**Assessment Method:** Discussion and Comment posts will be graded using the Discussion Post Grading Rubric located in Document Sharing.

## **TECHNOLOGY REQUIREMENTS**

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements for the Epic Web Client are:
  - Internet Explorer
  - 512 MB of RAM, 1 GB or more preferred
  - Broadband connection required courses are heavily video intensive
  - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- A sound card and speakers or headphones and a microphone for VoiceThread

- Current anti-virus software must be installed and kept up to date
- Some classes may have specific class requirements for additional software. These requirements will be listed on the course offerings page. Most home computers purchased within the last 3-4 years meet or surpass these requirements.
- You will need some additional free software for enhanced web browsing. Ensure that you download the free versions of the following software:
  - Adobe Reader
  - Adobe Flash Player
- At a minimum, you must have Microsoft Office 2003, XP, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

## ACCESS AND NAVIGATION

### eCollege Access and Log in Information

This course will be facilitated using eCollege, the Learning Management System used by Texas A&M University-Commerce. To get started with the course, go to: <http://www.tamuc.edu/myleo.aspx>.

**You will need your CWID and password to log in to the course. If you do not know your CWID or have forgotten your password, contact Technology Services at 903.468.6000 or [helpdesk@tamuc-commerce.edu](mailto:helpdesk@tamuc-commerce.edu).**

It is strongly recommended that you perform a "Browser Test" prior to the start of your course.

To launch a browser test, login to ECollege, click on the 'myCourses' tab, and then select the

"Browser Test" link under Support Services.

### Course Navigation

All aspects of this course, including presentations, assignments, readings, and exams will be completed / turned in through eCollege. Your grades will also be available in eCollege.

This course like the others in the program is divided up into modules. You should begin by reading the course syllabus, paying particular attention to the assignments and course calendar, and then complete the Getting Started unit.

## COMMUNICATION AND SUPPORT

### Interaction with Instructor Statement

My primary form of communication with the class will be through Email and Announcements. Any changes to the syllabus or other important information critical to the class will be disseminated to students in this way via your official University Email address available to me through MyLeo and in Announcements. It will be your responsibility to check your University Email and Announcements regularly.

Students who Email me outside of regular office hours can expect a reply within 24 hours M-F. Students who Email me during holidays or over the weekend should expect a reply by the end of the next regularly scheduled business day.

### eCollege Student Technical Support

Texas A&M University-Commerce provides students technical support in the use of eCollege.

The student help desk may be reached by the following means 24 hours a day, seven days a week.

- **Chat Support:** Click on '*Live Support*' on the tool bar within your course to chat with an eCollege Representative.
- **Phone:** 1-866-656-5511 (Toll Free) to speak with eCollege Technical Support Representative.
- **Email:** [helpdesk@online.tamuc.org](mailto:helpdesk@online.tamuc.org) to initiate a support request with eCollege Technical Support Representative.

**Help:** Click on the '*Help*' button on the toolbar for information regarding working with eCollege (i.e. how to submit to dropbox, and how to post to discussions, etc.)

**For assistance with the library:** To access the Library databases and tutorials click on the Library link under Course Home or minimize your eCollege session and open another browser window going to the Library's

web site directly, at the following link: <http://www.tamuc.edu/library> not from within eCollege.

## myLeo Support

Your myLeo email address is required to send and receive all student correspondence. Please email [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu) or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at <https://leo.tamuc.edu>.

## Policy for Reporting Problems with eCollege

Should students encounter eCollege-based problems while submitting assignments/discussions/comments/exams, the following procedure **MUST** be followed?

1. Students must report the problem to the help desk. You may reach the helpdesk at
2. [helpdesk@online.tamuc.org](mailto:helpdesk@online.tamuc.org) or 1-866-656-5511
3. Students **MUST** file their problem with the helpdesk and obtain a helpdesk ticket number
4. Once a helpdesk ticket number is in your possession, students should Email me to advise me of the problem and to provide me with the helpdesk ticket number
5. At that time, I will call the helpdesk to confirm your problem and follow up with you

**PLEASE NOTE:** Your personal computer/access problems are not a legitimate excuse for filing a ticket with the help desk. You are strongly encouraged to check for compatibility of your browser **BEFORE** the course begins and to take the eCollege tutorial offered for students who may require some extra assistance in navigating the eCollege platform. **ONLY** eCollege-based problems are legitimate.

## Internet Access

An Internet connection is necessary to participate in discussions and assignments, access readings, transfer course work, and receive feedback from your professor. View the requirements as outlined in Technology Requirements above for more information.

## Learner Support

Go to the following link [One Stop Shop](#)- created to serve you by attempting to provide as many resources as possible in one location.

Go to the following link [Academic Success Center](#)- focused on providing academic resources to help you achieve academic success.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures**

#### **Academic Honesty**

Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including (but not limited to) receiving a failing grade on the assignment, the possibility of failure in the course and dismissal from the University. Since dishonesty harms the individual, all students, and the integrity of the University, policies on scholastic dishonesty will be strictly enforced. In **ALL** instances, incidents of academic dishonesty will be reported to the Department Head. Please be aware that academic dishonesty includes (but is not limited to) cheating, plagiarism, and collusion.

*Cheating* is defined as:

- Copying another's test or assignment
- Communication with another during an exam or assignment (i.e. written, oral or otherwise)
- Giving or seeking aid from another when not permitted by the instructor
- Possessing or using unauthorized materials during the test
- Buying, using, stealing, transporting, or soliciting a test, draft of a test, or answer key

*Plagiarism* is defined as:

- Using someone else's work in your assignment without appropriate acknowledgement
- Making slight variations in the language and then failing to give credit to the source

*Collusion* is defined as:

- Collaborating with another, without authorization, when preparing an assignment

If you have any questions regarding academic dishonesty, ask.  
Otherwise, I will assume that you have full knowledge of the academic



dishonesty policy and agree to the conditions as set forth in this syllabus.

Students should also reference the following link [Criminal Justice web site](#) for more information.

### **Attendance Policy**

While this is an online course, students are expected to 'attend class' and actively participate. Student participation/activity will be monitored by the professor. Students should plan to dedicate approximately 15-20 hours/week of time to this course, of which approximately 1 hour/week should be spent in the discussion board (reading posts and comments and conversing with others).

### **APA Citation Format Policy**

It is very important that you learn how to cite properly. In some ways, citations are more important than the actual text of your paper/assignment. Therefore, you should take this task seriously and devote some time to understanding how to cite properly. If you take the time to understand this process up front, it will save you a significant amount of time in the long run (not to mention significant deductions in points).

In the social and behavioral sciences (including Criminal Justice), we use APA (American Psychological Association) format. As a rule of thumb, one cites whenever they are paraphrasing other people's words or when they quote other's words directly. You may learn to cite from a variety of different sources including the APA Tutorial and the sources listed below and in the Getting Started section of your course.

[www.apastyle.org](http://www.apastyle.org)

<http://owl.english.purdue.edu/owl/resource/560/02/>

[www.library.cornell.edu/resrch/citmanage/apa](http://www.library.cornell.edu/resrch/citmanage/apa)

It is the student's responsibility to understand how to cite properly. If you have questions, feel free to ask.

### **Late Work**

In principle, I do not accept late work and do not believe in allowing students to turn in work after the due date. My position is that everyone knows the rules of engagement at the beginning of the term and that it is the student's responsibility to ensure that they plan accordingly to submit their assignments in a timely manner. However, I also do understand that sometimes there are circumstances outside one's control that may impact timely submission of assignments. Email me if you have such an issue; decisions are made on a case-by-case basis, however, I am very rigid in the requirement for no late work.

## **Drop Course Policy**

Students should take responsibility for dropping themselves from the course according to University policy should this become necessary.

## **University Specific Procedures**

### **ADA Statement -Students with Disabilities:**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

**Office of Student Disability Resources and Services**

**Texas A&M University-Commerce**

**Gee Library- Room 132**

**Phone (903) 886-5150 or (903) 886-5835**

**Fax (903) 468-8148**

Go to the following email address: [StudentDisabilityServices@tamuc.edu](mailto:StudentDisabilityServices@tamuc.edu)

Go to the following link: [Student Disability Resources & Services](#)

### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See *Code of Student Conduct from Student Guide Handbook*). Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <http://www.albion.com/netiquette/corerules.html>

