University Colloquium: A Sustainable Future – IDS 3920
Florida Gulf Coast University – Fall 2017
CRN 80378 – Virtual

Instructor: Jessica Phillips, MS
Telephone: (239) 745-4293
Office Location: Modular 1, rm 21
Email: all course communication should be done through Canvas.
Office Hours: By appointment

Course Meeting Times and Locations: Our course preceptors are professional graduates or instructors in the field. They will be coaching you throughout the semester on your assignments. I review all the graded work before the grade is released to you.

- Cathy Chestnut
- Jeffery Talbot

Course Description:
The University Colloquium brings together students from all five colleges in a series of interdisciplinary learning experiences. These experiences are designed to address the ecological perspective outcome in relation to other university outcomes and guiding principles. Critical thinking and communication skills will be enhanced through field trips, discussion, projects, and a journal to be maintained by each student. As part of the course students complete ten hours of service-learning.

NOTE: The Canvas course is set up in weekly Modules. You should navigate the course assignments through these modules. The modules are your guide for each week.

Course Goals:
- To provide a "sense of place" and an understanding of the unique ecological features of the environment of which you are a part.
- To assist in developing an ecological perspective and a commitment to community awareness and involvement in order for students to know the issues related to economic, social, and ecological sustainability, analyze and evaluate ecological issues locally and globally, participate in projects requiring awareness and/or analysis of ecological and environmental issues;
- To provide experiences to assist in moving toward the university learning goals of effective communication skills and critical thinking skills as well as the university’s stated mission of practicing and promoting environmental sustainability and encouraging civic responsibility”;
- To enable a practical understanding of sustainability, of environmental education, and of ecological literacy.

Student Learning Outcomes:
Students are expected to:
1. Demonstrate an understanding of environmental issues through writing and class participation.
2. Critically analyze environmental issues from economic, social, political, and ecological perspectives.
3. Describe the unique ecological features of the area and analyze Southwest Florida’s unique environmental and ecological challenges.
4. Demonstrate a practical understanding of sustainability, sense of place, and ecological literacy.

Course Credit Hours: 3

Course Meeting Times and Locations: FGCU Virtual Section
Regular class meeting will be conducted through online course modules and activities through Canvas. You are expected to login regularly to CANVAS and be aware of your student responsibilities.
Please note the class requires you to organize your own self-guided field trips throughout the semester to different areas that explore fresh water, marine, agricultural, and urban environments. Students must attend all
field trips and provide adequate proof of attendance through required photos outlined in the field trip report assignments by the designated deadlines. Students residing in the Southwest Florida area will need to attend the named sites listed on Canvas. If you live outside of the Southwest Florida area, you will need to find comparable sites and get them pre-approved by us by filling out the Field Trip Survey.

**Required Texts:**
- Other supplemental Readings will be provided via CANVAS

**Requirements For The Successful Completion Of Course**
Guidelines, rubrics and suggestions for all assignments will be posted on CANVAS. Check CANVAS course modules, assignments, and email reminders for any course changes.

<table>
<thead>
<tr>
<th><strong>Student Assessment/Grading</strong></th>
<th><strong>Due Dates (by noon)</strong></th>
<th><strong>Weight</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Reflective Research Essay</td>
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<tr>
<td>Draft 1</td>
<td>November 15th</td>
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<tr>
<td>Draft 2</td>
<td>November 29th</td>
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<tr>
<td>Service-Learning Critical Reflection</td>
<td>November 29th</td>
<td>20%</td>
</tr>
<tr>
<td>Discussion &amp; Activities</td>
<td></td>
<td>15%</td>
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<tr>
<td>Syllabus Quiz &amp; Canvas Picture</td>
<td>August 23rd</td>
<td></td>
</tr>
<tr>
<td>Discussion #1</td>
<td>September 6th</td>
<td></td>
</tr>
<tr>
<td>Discussion #2</td>
<td>December 6th</td>
<td></td>
</tr>
<tr>
<td>Weekly Quizzes</td>
<td>See weekly modules for due dates</td>
<td></td>
</tr>
<tr>
<td>SPiQ Survey</td>
<td>December 6th</td>
<td></td>
</tr>
<tr>
<td>Field Trip Journals</td>
<td>August 30th</td>
<td>25%</td>
</tr>
<tr>
<td>Field Trip Survey &amp; Liability Form</td>
<td>September 20th</td>
<td></td>
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<tr>
<td>Agricultural Field Trip</td>
<td>October 4th</td>
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<tr>
<td>Freshwater Field Trip</td>
<td>October 18th</td>
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<tr>
<td>Marine Field Trip</td>
<td>November 1st</td>
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<tr>
<td>Urban Field Trip</td>
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<td>Service-Learning</td>
<td>September 6th</td>
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<tr>
<td>Service-Learning Survey</td>
<td>November 29th</td>
<td></td>
</tr>
<tr>
<td>Service-Learning Proof of Completion</td>
<td>November 29th</td>
<td></td>
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</tbody>
</table>

**Course Schedule:**
Assignments and due dates are subject to change and will be announced on Canvas. Most assignments are due on or before 1pm on Wednesdays unless otherwise specified above.

**Attendance and Participation Policy**
As University Colloquium is a seminar/discussion course, your attendance and participation are vital to the class. There are required field trips that explore fresh water, marine, agricultural and urban environments, including a trip on the FGCU campus trails (or a similar venue if you do not live in Southwest Florida). Students must attend all field trips. For virtual sections, students are responsible for making their own arrangements for associated transportation and entrance costs for attending field trip sites on their own time.

As part of the course students are required to complete ten hours of approved service-learning related to sustainability outside of regularly schedule class time.

1. Attendance is not taken in a virtual class. However, your regular participation through discussion and activities is expected. If you do not participate on a weekly basis you will lose participation points and credit for activities. Points may be deducted for inappropriate classroom behavior and computer usage. In other words, participation is about
more than just logging on. It also means being attentive and involved in mature and appropriate ways and engaging in your learning experience. The Instructor(s) reserve the right to dismiss anyone from the course for inappropriate behavior.

2. If you do not logon to our CANVAS course site during the first two weeks of classes of the semester, do not complete assignments and do not contact us about making special arrangements you may be dropped from the class or receive an F grade.

3. Students involved with University Athletics or another University approved activity will need to provide documentation and communicate in advance of missing deadlines for any university approved absence. Arrangements may be made on a case by case basis for making up assignments. Students may receive reduced points for missing any class activities.

4. Students must make their own arrangements for attending all field trips and complete them by designated deadlines listed previously and on CANVAS. Your final grade in the class will be an “F” for missing any of the field trips and not making them up within two weeks of the deadline, or not providing sufficient evidence of attendance through photo and receipt proof. See specific policy below.

5. Class activities sometimes include discussion where students share a diversity of perspectives on the different readings. It is important to maintain a level of respectful dialogue and an open mind with your fellow students, instructor and guest speakers while considering some of the challenging issues that we will discuss.

6. Plan ahead and manage your time in order to complete assignments, you should not be missing any of your other classes in order to complete assignments for this course.

7. Meeting face-to-face is not required. If you plan any group meetings, you should plan to meet your group or your classmates in a public place on campus, such as the Library or one of the dining areas. An escort by University Police Department staff is available during the evening hours or night—time hours on campus. By calling (239) 590—1900 an officer or Police Service Aide will be sent to your car, housing or other academic building. http://www.fgcu.edu/UPD/policeescort.html

8. If you require accommodations for any class assignments or activities, you must submit to the Instructor(s) the FGCU approved paperwork from the office of Adaptive Services during the first two weeks of the semester or within two weeks of your initial assessment (if occurs after the semester begins) in order to be eligible to utilize your accommodations. Contact the office of Adaptive Services for further information: http://studentservices.fgcu.edu/Adaptive/Accommodations.html

PLEASE NOTE --- Although the class has been carefully planned to meet course outcomes, the course schedule may change. All changes will be posted on CANVAS. Please ensure that you have enough time to complete activities, assignments and field trips. Active participation and logging in to CANVAS on a regular basis is critical to your success in this class.

Field Trips
The field trips are a core component of the University Colloquium experience in assisting with your journey of exploring your sense of place, ecological perspective and understanding sustainability and what it means to be ecologically literate. You will be visiting different environments including the campus, freshwater, marine, agriculture and urban environments.

1. Please note the class requires you to organize your own self-guided field trips throughout the semester to different areas that explore campus, fresh water, marine, agricultural and urban environments. Students must attend all field trips by the designated deadlines listed syllabus and posted on CANVAS.

2. Students residing in the Southwest Florida area will need to attend the required sites, if you live outside of the Southwest Florida area, you will need to find sites that meet the field trip objectives and get professor approval prior to attending through field trip verification survey.

3. It is important that you prepare for the climate and conditions. Close toed shoes such as sneakers or hiking boots are appropriate footwear – no flip flops or heels. At some of the areas you visit you may be walking on uneven ground or possibly submerged trails – protect your feet. Bring water, sunscreen, bug spray if you use it and a hat. Check weather reports so you are prepared and make sure you bring snacks and eat a regular meal so your energy is up for the climate conditions.
4. You will need to submit proof of attendance to the Field Trip Report assignment by the designated deadline or you will not pass the class. –This documentation, outlined in the field trip report (two photos and a receipt), needs to be submitted as part of the report by the deadlines designated in the syllabus and on CANVAS in order to pass the course.

Field Trip makeup policy
- If you are not able to meet the designated class deadlines to complete each of your field experiences, you may not receive the full points for each experience as part of your field trip grade.
- You must communicate your inability to meet the field trip deadline before it is due (deadlines listed on syllabus and on CANVAS).
- In only extreme cases will there be no point reduction --- this would include death in the family supported with documents or a medical emergency with documentation or university approved event (sporting event or religious holiday) with appropriate documentation or communication in advance.
- Failure to make-up a field trip will result in an “F” for the class.
- You must provide and submit the necessary documentation to support that you attended the field trip within two weeks of the designated deadline. You will not receive credit for the written portion of the report if it is late.
- You are responsible for your own transportation and associated field trip entrance costs.

Service-Learning Component (10 hours minimum):
The Guiding Principles of Florida Gulf Coast University include the conviction that informed and engaged citizens are essential to the creation of a civil and sustainable society. University Colloquium is a Service-Learning Course. Because Service-Learning is a critical component of the Colloquium course and serves to integrate experiential learning with course curriculum, all of the 10 required Service-Learning hours must be completed by the last class module in order to pass the course. Students who do not complete their Service-Learning activity and do not turn in their signed original Service-Learning form by the last class meeting will be assigned a grade of “F.”

The following link takes you to the Service-Learning forms on EAGLESCONNECT (please note that students must fill out the “Verification and Agreement” form prior to conducting service-learning):
http://www.fgcu.edu/Connect/contract1.asp.
1. You will be responsible for participating in a service-learning project related to the course goals and approved by the Instructor(s) through the service learning survey.
2. You must seek instructor approval by completing the Service-Learning Survey and receive approval before beginning your service-learning hours.
3. Completing hours for an unapproved project will not count toward the course requirement.
4. Your service-learning description for your final project proposal (submitted to the service learning survey assignment) must match what you turn in on your final service-learning form, otherwise you will not receive full points or may receive a “0” for the proposal.
5. Your service-learning project must be with a non-profit, not-for-profit or government entity and related to the course goals and registered with the FGCU Service-Learning database or approved by the office.
6. If you wish your hours earned in this class to count toward the University graduation requirement you will need to complete the Service Learning Office’s online forms.
7. Late service-learning proposals will not be accepted for full points, they will only be accepted to be reviewed for approval and deem whether the student can participate in this project to avoid failure of the course. If a late service-learning proposal is approved, reduced or no points may be awarded because the proposal was not turned in by the original deadline.
8. Students must submit completed Service Learning Verification Logs (found on canvas) to the appropriate drop box by the designated deadline with original signatures. These will be verified and agencies may be called to ensure that the student participated in the project.
9. If the service-learning verification form does not match the original approved project proposal, changing your project at the last minute will result in a “0” for the service-learning project proposal and potentially an “F” for the course if the project is not approved and does not meet the course requirements.

10. No self-organized clean ups – if you choose to participate in a beach clean up or other clean up, it must be a sanctioned cleanup event with a nonprofit, not for profit or government entity (Such as the coastal clean up or trail clean up).

11. Fill out and print the Service Learning Verification Logs from canvas prior to starting your project. For liability reasons and to protect yourself, you need to read through the form carefully and print it out prior to starting your service-learning project.

12. More information and guidelines will be given on CANVAS. See the service-learning folder for suggestions for sites and what is typically approved or not.

NOTE: Students with a passing grade on assignments who do not complete their service-learning activity or do not turn in their signed original service-learning form by noon on the last day of classes will be assigned a grade of F.

Policy Regarding Assignment Completion Deadlines:

All assignments must be submitted by the designated due date and time to receive full credit.

Assignments must be posted on CANVAS—assignments send through canvas messenger or eagle mail will NOT be accepted. Writing assignments will be submitted to turnitin.com. Be sure your files are formatted properly to run through Turnitin.com

Assignments will be due on Monday at noon unless otherwise specified. NO LATE ASSIGNMENTS WILL BE ACCEPTED!

Students are expected to complete and submit all written assignments by their due dates and times. Failure to turn in an assignment on time will result in a “0” for the assignment grade. This is important! Thanks!

Grading Scale

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
</tr>
<tr>
<td>B+</td>
<td>86-89.99%</td>
</tr>
<tr>
<td>B</td>
<td>80-85.99%</td>
</tr>
<tr>
<td>C+</td>
<td>76-79.99%</td>
</tr>
<tr>
<td>C</td>
<td>70-75.99%</td>
</tr>
<tr>
<td>D+</td>
<td>66-69.99%</td>
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<td>D</td>
<td>60 – 65.99%</td>
</tr>
<tr>
<td>F</td>
<td>0-59.9%</td>
</tr>
</tbody>
</table>

1. No make-ups allowed for assignments. Special circumstances for extreme situations (i.e. death in family, medical emergency with appropriate documentation) may be considered for large assignments on a case-by-case basis by the instructors in discussion with the student.


3. Grades will be posted to the CANVAS grade book regularly and in a reasonable time after the assignment due date. Grades reflected on CANVAS are not rounded up or down (for example if your grade shows as 89.88% you have a B+). We do not round up grades just because you need an A – you have to earn your grades and there are plenty of opportunities to do so throughout the semester.

4. Do not wait until after the semester is over to find out how to improve your grade. Please contact us through CANVAS, office hours, or office phone while the semester is in session.

5. Please review the following information in the catalog about grades and process for requesting an incomplete:


6. Should you seek to request an incomplete, you must present your reasoning and documented evidence as soon as possible in writing or through email and make an appointment to discuss your situation. We will not consider granting incomplete requests made the last week of classes or during finals unless an extreme situation happens this week. We will not consider granting incomplete requests made after grades are due. In order to be eligible for an incomplete, you must be passing the course at the time of the request. Incompletes will not be granted before the last day to drop, a student requesting an incomplete during the weeks before the last day to drop, will simply just need to drop the class.

7. **Academic Integrity** --- Plagiarism is cheating. When one appropriates or deliberately uses another’s work without any indication of the source, thereby attempting to convey the impression that such work is the student’s own, one engages in plagiarism. Any student failing to properly credit ideas or material taken from another is plagiarizing. A student work found to contain material that is plagiarized will be reported to Student
Affairs according to University policy and given an F for the assignment, and the student may be given an F for the course.

8. **Turnitin.com**: Students who take this class must be prepared to submit electronic copies of some or all assignments to Turnitin.com for the detection of plagiarism. The University expects that all students will be evaluated and graded on their own work. If you use language, data or ideas from other sources, published or unpublished, you must take care to acknowledge and properly cite those sources. Failure to do so constitutes plagiarism. Papers that are submitted to Turnitin.com become part of the Turnitin.com student paper database solely for the purpose of detecting plagiarism.

9. If you choose to request that your paper(s) not become part of the Turnitin.com student papers database this must be communicated to us in writing at the beginning of the course. *(Note: If a student requests not to use Turnitin.com, the instructor may: (i) require a short reflection paper on research methodology; (ii) require a draft bibliography prior to submission of the final paper; or (iii) require the cover page and first cited page of each reference source to be photocopied and submitted with the final paper.)*

**University Policy regarding Incompletes** - An incomplete (I) grade cannot be assigned to a course if the student fails to attend the course, drops the course after the drop/add period, or withdraws from the university. A student, who registers for a course but fails to meet the course requirements, without officially dropping the course, will receive a grade of F in the course. Students cannot be issued a grade of incomplete before the last day to drop without academic penalty during the semester. To initiate consideration for a grade of I, a student must contact the instructor before grades are reported and after the last day to drop without academic penalty. The decision to award a grade of I is solely the decision of the instructor. Should a professor decide to assign the grade, both the student and the professor must complete and retain a copy of an Incomplete Grade Agreement Form. The maximum amount of time to complete coursework to remove a grade of I is one year from the ending date of the semester for which the grade was assigned or graduation whichever comes first; however, instructors may restrict the amount of time given to the student to complete the coursework. After one year, a grade of I will be changed to an F if the instructor has reported no grade. A student may not re-register for a course in which he or she currently has an incomplete (I) grade. Once an incomplete (I) grade has converted to a failing grade (F), the grade may not be converted back to an incomplete (I) grade or to a regular grade. Exceptions due to university error may be approved by the college Dean (or his/her designee) with supporting justification attached to a change of grade form. *[http://www.fgcu.edu/Catalog/regdetail.asp?FMID=Registration+and+Records&page=18](http://www.fgcu.edu/Catalog/regdetail.asp?FMID=Registration+and+Records&page=18)*

**University Statements**

**Academic Behavior Standards and Academic Dishonesty**: All students are expected to demonstrate honesty in their academic pursuits. The university policies regarding issues of honesty can be found in the FGCU Student Guidebook under the Student Code of Conduct and Policies and Procedures sections. All students are expected to study this document which outlines their responsibilities and consequences for violations of the policy. The FGCU Student Guidebook is available online at *[http://studentservices.fgcu.edu/judicialaffairs/new.html](http://studentservices.fgcu.edu/judicialaffairs/new.html)*

**Disability Accommodations Services**: Florida Gulf Coast University, in accordance with the Americans with Disabilities Act and the university’s guiding principles, will provide classroom and academic accommodations to students with documented disabilities. If you need to request an accommodation in this class due to a disability, or you suspect that your academic performance is affected by a disability, please contact the Office of Adaptive Services. The Office of Adaptive Services is located in Howard Hall 137. The phone number is 239-590-7956 or TTY 239-590-7930

**Student Observance of Religious Holidays**: All students at Florida Gulf Coast University have a right to expect that the University will reasonably accommodate their religious observances, practices, and beliefs. Students, upon prior notification to their instructors, shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith. Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. Students shall not be penalized due to absence from class or other scheduled academic activity because of religious observances.
Student Support Services

CANVAS Support - Should you need assistance or technical support, you can access the CANVAS guides and support desk hours and contact information: http://canvas.fgcu.edu. It is strongly recommended that you go through the student demonstration course so you can become familiar with CANVAS: https://fgcu.instructure.com/courses/7692. Microsoft Office tutorials to assist students are available online at http://www.fgcu.edu/support/.

Distance Learning Information
For more information about how to succeed in a Distance Learning course go to, http://itech.fgcu.edu/distance/dlhandbook4b.asp

Academic Support: Academic Support Services can help you be successful in your studies at FGCU. For a description of the types of academic support services available to you as a student, visit http://www.fgcu.edu/academics.asp

FGCU Writing Center: The FGCU Writing Center assists student writers through free, accessible, learning-based writing consultations. Our primary goals are to help students improve their abilities to think independently, to write critically, and to learn and implement strategies that will assist them in producing effective writing assignments. Take advantage of these services available to you - http://www.fgcu.edu/writingcenter/

Canvas Accessibility Statement.
Special attention has been paid to making Canvas screen-readable. The Rich Content Editor also encourages users to create accessible content pages (i.e. text formatting is accomplished using styles). Canvas designers have spent a lot of time making sure that the user experience is easy, simple, and intuitive, and they don’t want to leave anyone out. In fact, Canvas received the "Gold" certification from the National Federation of the Blind, becoming the fastest LMS ever to do so. For this reason, limited customization of colors and schemes are allowed. Canvas conforms with the W3C’s Web Accessibility Initiative Web Content Accessibility Guidelines (WAI WCAG) 2.0 AA and Section 508 guidelines.

DISTANCE LEARNING GUIDELINES:

Minimum Technical Skills
In order to successfully participate in any online course, including this one, you should be able to
1. Use an Internet browser
2. Download, save, and open files
3. Find, copy, move, rename, and delete files
4. Use copy, cut, and paste functions
5. Send and receive e-mail messages with attachments
6. Use a word processing program
7. Run and switch between multiple programs
8. Download and install software plug-ins (note: this means that you will need to have administrative rights on the computer you are using for this course or be able to contact someone who can install these for you).

COMMUNICATION GUIDELINES

Discussion Forums
- Discussion forums are a way for you to explore your own perspectives on the readings and interact with your classmates.
- Your grade will be based on the discussion rubric posted on CANVAS and whether you followed through with the posting guidelines.
- CANVAS discussions should be respectful of each other’s viewpoints and use appropriate language.
- Refer to guidelines on CANVAS.

Course Email
You should use the CANVAS mail to communicate information about the class throughout the semester. Emails should use the standard conventions of English and professional and appropriate language. Please do not use the comments section of assignments to communicate, since those tend to get lost in Canvas. Please email if you have questions about comments left for you by your grader.