****

# I. Course and Instructor

Format: This course is offered in the “flex” format. For most class sessions, we will meet synchronously via the Zoom online meeting software. Links for class Zoom sessions will be made available via the Canvas course landing page and the weekly course modules. The class will not meet face to face during the term.

Each Canvas course module states whether or not there will be a live Zoom meeting that week, so looking through the modules will allow you to see exactly which weeks you will be expected to be present via Zoom.

In place of one weekly meeting, students will also be expected to attend the CMC virtual sustainability conference. Details will be provided in class.

When attending class via Zoom, **students are expected to keep their cameras on**. You may choose to use a Zoom background image if you prefer not to show your live surroundings during class. If you have bandwidth or other reasons that you prefer to keep your camera off, please talk with your professors to let them know. Do understand that using your camera provides you the best opportunity to be truly “present” in the class and to work directly with your professors and classmates. Since this class includes a great deal of workshop-format sessions during class time, having your camera on will help you to get the most out of these sessions and also help you to best communicate with your professors and classmates when doing hands-on work.

Course Title: Sustainability Capstone

Course Code: 21/SP: SUS 489-SB01: 30055

Semester: Spring 2021

Meeting Days & Times: Mondays, 8:00-11:50 AM

Class Location: virtual/Zoom

Syn. Number: 30055

Credits: 4

Prerequisites: Prior completion of SUS 300 or SUS 301 with a grade of C- or higher.

Co-requisite: SUS 416.

Start Date: January 18, 2021   
End Date: May 7, 2021  
Refund Date: February 2, 2021  
Withdraw Date: April 10, 2021

No-show Reporting Date: No-show reporting is determined based on your attendance and engagement. You will be reported as a no-show for this course if you do not attend the first class AND you have not viewed the Canvas course materials before the second class. If you are dropped for non-attendance, a refund is not automatic nor guaranteed. For additional explanation of no-show attendance reporting, including details related to potential loss of financial aid, go to <https://catalog.coloradomtn.edu/content.php?catoid=14&navoid=1623#noshow>.

**Instructor Information**

Tina Lynn Evans, Ph.D.

Phone: 970-870-4517

E-mail: tevans@coloradomtn.edu

Office Number: Bristol Hall 109 (enter through room 111).

Office Hours: Mondays 12:00-2:00pm, Tuesdays 12:00-2:00pm, Thursdays 12:00-1:00pm, and by appointment. I will not be holding in-person office hours in my campus office. Please seek me out online by e-mailing me during my office hours. Once I know you would like to meet, we can connect via phone or Zoom. You can also reach out to me any time via Canvas e-mail or via my regular e-mail address listed above.

Nathan L. Stewart, Ph.D.

Phone: 970-870-4526

E-mail: nlstewart@coloradomtn.edu

Office: Bristol Hall 107 (enter through TRIO, BR 105)

Tuesdays 12:00-2:00pm, Thursdays 10:00am-12:00pm, Fridays 2:00-3:00pm, and by appointment. I will not be holding in-person office hours in my campus office. Please seek me out online by e-mailing me during my office hours. Once I know you would like to meet, we can connect via phone or Zoom. You can also reach out to me any time via Canvas e-mail or via my regular e-mail address listed above.

**Required Course Materials**

The following texts are required for this course:

Bentz, V. M., & Shapiro, J. J. (1998). *Mindful inquiry in social research*. Thousand Oaks: Sage.

Creswell, J. W., & Creswell, J. D. (2018). *Research design: Qualitative, quantitative, and mixed methods approaches*. 5th ed. Los Angeles: Sage.

Additional course materials will be made available via Canvas. This material will be listed in the weekly modules within Canvas. As the course progresses, we may alter the readings to better address/explore a topic/area of interest/concern. Any such changes will be reflected in Canvas, and students will be notified during class.

CMC Learning Materials Program

Credit-based students participate in CMC’s Learning Materials Program (LMP). It is through this program that all physical or digital textbooks, digital required course materials, and relevant custom materials are provided to students an all-inclusive, flat, per-credit fee. (There are a few exceptions to included materials such as lab kits and a selected number of excluded courses.) Detailed information about the Learning Materials Program, including how to ensure you receive your textbooks and how to return texts at the end of a course, can be found at: <https://coloradomtn.edu/classes/textbooks/>

# II. Course Description

Provides an opportunity to reflect upon, refine, and synthesize learning over time within the major. Students complete an undergraduate thesis project for which one or more methodological approach is chosen, articulated, and applied. Students learn to effectively apply research ethics, with particular focus on ethical treatment of human and non-human subjects. Through a balance of theory and practice, students weave together interdisciplinary thought, problem-solving, and appropriate research methodologies for their research endeavor. Students share their broad mastery of learning across the curriculum through sharing research findings with a broad audience.

# III. Student Learning Outcomes, Competencies, and Skills

Upon completion of this course, you should be able to:

1. Comprehend and apply appropriate research methodologies in a chosen research endeavor.
2. Demonstrate scholarly written and oral communication skills.
3. Constructively critique the scholarly work of peers as part of the process of research project development.
4. Share scholarly research work with a broad audience.
5. Synthesize breadth and depth of inter- and transdisciplinary learning.
6. Reflect upon acquired knowledge and its meaning to one’s life and work.
7. Articulate an understanding of sustainability as a concept and practice.
8. Conduct high quality scholarly research to support the undergraduate thesis.
9. Effectively convey research findings and conclusions in a scholarly paper through use of writing and reference conventions appropriate to the field.

# IV. Student Feedback to Instructors

Near the end of the semester, you will be asked to complete a survey about your experiences in this course. The survey will be available through Canvas. Individual instructors may solicit additional feedback beyond this survey.

# V. Evaluation Methods

**Overview of Required Coursework**

**Class participation: 10% of final grade or 100 points:** The success of this course—for you and for your classmates—depends largely on your commitment to attending, preparing for, and participating in class. We’ll be synthesizing and discussing our understanding of sustainability as a concept and practice, and we’ll be doing some exciting experiential work together that will help you transition into employment or graduate studies. In class work will also comprise a significant portion of your grade for class participation. You’ll have a lot to offer and to learn from your classmates through our work together. Be prepared to take charge of your learning experience because much of what you do in this course will be up to you. Make this course a useful stepping stone toward a lifetime of engagement with sustainability. Your class participation grade will be based on completion of drafting work for major course assignments plus in-class workshop participation as well as attendance at class meetings. Class participation grades will be calculated at the end of the term and posted in Canvas.

* *Addresses learning outcomes 1-9.*

**Human Subjects Research Training Certification: 10% of final grade or 100 points:** You will be required to complete an online certification through which you will learn vital information about the ethical treatment of research subjects. This training is something you can list on your resume and apply in your Capstone research or in any future setting in which you undertake research (such as employment or graduate school).

* *Addresses learning outcomes 8-9.*

**Regular Class Assignments, 30% of final grade or 300 points:** You will be asked to complete a series of assignments, in- and outside of class, that serve as building blocks for completing the final research project and the associated required poster and in-person presentations of your research work. These building blocks are essential to your process of developing a quality research project. Note that this developmental work, as a whole, is also of equal value, in terms of your grade, to the research project itself. Being diligent about this work will pay off in terms of the quality of your research and the grade you earn in this class. Stay on top of your work, and you’ll be very likely to do quite well in this course.

* *Addresses learning outcomes 1-9.*

**Research Project: 30% of final grade or 300 points:** Your research project must embody a consciously chosen academic or applied research tradition. Details about the form and content of your project will be provided in class and in Canvas. All projects will be developed in stages throughout the term.

* *Addresses learning outcomes 1-2, 5, and 8-9.*

**Research Symposium Poster Session at the Virtual CMC Sustainability Conference: 10% of final grade or 100 points:** You will also present your research work virtually to a public audience. This presentation will take the form of a poster presentation. Further details will be provided in class.

* *Addresses learning outcome 2 and 4-5.*

**Virtual Research Project Presentation in Class: 10% of final grade or 100 points:** You will also present your research work in class. This presentation will be oral, and you will use your poster as a visual aid. You will not be asked to develop a PowerPoint slide set or other additional visual aid. Details will be provided in class.

* *Addresses learning outcomes 2 and 4-5.*

**Extra Credit:** We may identify in class and/or via Canvas opportunities for earning extra credit. All such opportunities will be open to all students.

**Grading Scale**

A 93.5%-100% 935-1000 points

A- 89.5%-93.4% 895-934 points

B+ 86.5%-89.4% 865-894 points

B 82.5%-86.4% 825-894 points

B- 79.5%-82.4% 795-824 points

C+ 76.5%-79.4% 765-794 points

C 72.5%-76.4% 725-764 points

C- 69.5%-72.4% 695-724 points

D+ 66.5%-69.4% 665-694 points

D 62.5%-66.4% 625-664 points

D- 59.5%-62.4% 595-624 points

F below 59.5% below 595 points

# VI. Class Management

You are required to read assigned readings **prior** to each class session and be prepared to discuss relevant ideas and concepts in class. Please avoid entering class late or leaving early because doing so disrupts the class. Here are some general guidelines to help you understand the structure of this course, the expectations we have of you, and what you can expect from us.

1. You create your path in this life, and building a meaningful and satisfying path takes effort. Information means nothing unless you take it in, consider it within the framework of what you already know, reflect upon it, and create your own interpretation and meaning from this process. This course is designed to help you learn vital information about and professional skills related to sustainability, but it is your own efforts in this process that matter the most.
2. We will use the following online tool as primary means of communication: Canvas: CMC’s chosen e-learning tool will provide an online site for our course. This is where you will find course announcements, assignments, class session outlines, and more. We will provide an overview of Canvas during the first week of class.
3. Written work assigned must be turned in via Canvas. Unless otherwise stated, all writing assignments must be word-processed.
4. Your Canvas e-mail address is considered an official means of contacting you about this course. Therefore, you are expected to check your Canvas e-mail regularly.
5. We may choose to alter the course material and assignments as the semester progresses. These changes will be conveyed to you in class and reflected in Canvas.
6. We will accept late assignments for one week following the original due date. All late assignments will be docked one full grade (10%). No assignments will be accepted following the end of the term on May 7, 2021.
7. If you need to miss a class in order to participate in a CMC-sanctioned activity, due to health reasons, or due to an emergency situation, please notify us as soon as you are aware of this to make arrangements to make up any missed activities. Course attendance is part of your class participation grade.
8. Please do not expect us to make course accommodations for you so that you may engage in personal travel (vacations, travel for concerts, etc.). If you choose to miss class for personal travel or other personal reasons, you are expected to use Canvas to keep up with course readings and assignments. Do not expect us to review with you the material you missed in class. You also will not have an opportunity to make up in-class work or participation credit.
9. Although you will likely be attending class meetings from home or another location where you may be used to dressing and otherwise presenting yourself very casually, please consider our live Zoom meetings to be semi-professional gatherings. You are expected to attend class fully clothed (as you would in person) and to refrain from engaging in on-camera activities that would be unacceptable if engaged in during a live class (brushing your teeth, smoking, drinking alcohol, vaping, bantering with friends and roommates, playing musical instruments, or singing, for just a few examples). Ask yourself: would this behavior be acceptable in a live class? If not, please don’t engage in the activity. If you have questions about this requirement, please ask your professors. If your professors deem that you are not fulfilling this course requirement, they will contact you to discuss improving your personal presence during class.

# VII. Student Information

# You have a right to know certain information that the College is required by law to provide. Links on [this page](https://coloradomtn.edu/your-right-to-know/) will connect you with helpful information including disability services, complaint processes, policies and procedures, textbook information, registration, attendance and grading, graduation rates, and much more.

# Students Rights and Responsibilities: The CMC Student Handbook, published annually and available online at <https://coloradomtn.edu/student-services/>, outlines the expectations for student conduct on campus and in classes as well as the college’s academic policies and expectations. Plagiarism is not acceptable in this class. Plagiarism is the act of taking ideas OR the word-for-word work of others and passing them off as your own. Whether intentional or not, plagiarism is an act of academic dishonestly and a violation of the CMC Student Code of Conduct. To avoid committing such a violation, please pay special attention in class to learning when and how to cite the sources of information you use in your research.

# Notice of Nondiscrimination: Colorado Mountain College does not discriminate on the basis of age, color, disability, gender identity, marital status, national or ethnic origin, political affiliation, race, religion, sex (including pregnancy), sexual orientation, veteran status, and family and genetic information, or in its programs and activities, as required by Harassment and Discrimination Prevention (Title IX) of the Education Amendments of 1972, Title II of the Americans with Disabilities Act of 1990, as amended, Section 504 of the Rehabilitation Act of 1973, Titles VI and VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, and as provided in other applicable statutes and College policies. The College prohibits sexual and gender-based harassment, including sexual assault, and other forms of interpersonal violence. To obtain more information regarding non-discrimination policies, visit <http://coloradomtn.edu/about-cmc/notice-of-nondiscrimination/> or contact Lisa Doak, Harassment and Discrimination Prevention (Title IX) Coordinator, [ldoak@coloradomtn.edu](mailto:ldoak@coloradomtn.edu), 970-947-8351, or Angela Wurtsmith, Director of Human Resources, [awurtsmith@coloradomtn.edu](mailto:awurtsmith@coloradomtn.edu), 970-947-8311.

# VIII. Course Schedule

The full course schedule is provided in Canvas via detailed weekly modules. Descriptions of all required readings and assignments are included within the Canvas site. Note that the course schedule may change due to unforeseen circumstances or opportunities or due to the need to improve student learning of particular aspects of course content.

# IX. CMC Libraries

Online library resources and services are available at <http://library.coloradomtn.edu> or from the Libraries link in Basecamp and Canvas.

You have 24/7 access to thousands of online journals, magazines, and newspapers, e-books and audiobooks, videos and images, career resources and practice tests.

Librarians are here to help you. You can use any or all of these ways to get help!

* Via email, 24/7 chat (AskAcademic), telephone, or video conferencing: <http://library.coloradomtn.edu/home/help>
* Video tutorials: <http://library.coloradomtn.edu/home/modules>

Consult your local campus for in-person services.

# X. The Research and Writing Center (RAW) and the Learning Lab

The RAW, located near the Steamboat campus library, is an excellent place for you to get in-person assistance with writing assignments for this class, including resume and portfolio writing. Use the RAW as a resource to improve your career preparation materials!

Another great resource for you is the CMC learning lab in Bristol 146. Scheduled **tutors** are available in most curricular areas, and tutoring services can be arranged one for additional subjects. The Learning Lab staff WANTS to help you! Visit their website for further information: <http://coloradomtn.edu/campuses/steamboat_springs/tutoring/>. Learning Lab staff can help to connect you with the virtual RAW as well.