

College of Social Sciences / Environmental Studies

ENVS 181, Environmental Resource Center, Fall 2015

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Class Website:	http://www.sjsu.edu/envs/erc/
ERC Address:	Environmental Resource Center, One Washington Square, Washington Square Hall, Room 115 San Jose State University, San Jose, CA 95192-0136
Class Days/Time:	Monday/Wednesday, 12:00-1:15pm
Classroom:	DMH 164

The ERC and EnvS 181

We are a student-run organization, connected to the Department of Environmental Studies and funded by Associated Students and the City of San Jose's Environmental Services Department. The Environmental Resource Center (ERC) was established in 1967 and soon became the student activist wing of the Environmental Studies Department. Since the early 1970s, the ERC has served SJSU with an annual Earth Day celebration, an environmental library, and other projects that promote sustainability. Students in the ERC started the campus recycling program and an alternative commute planning program that ultimately became Transportation Solutions, which is now a permanent department of Associated Students. Recently, ERC students began an urban farm non-profit organization called Veggielution. To serve the student body and our supporting organizations, we undertake a range of projects each year. The projects are linked to EnvS 181, a course that students take for credit. The ERC is run by student directors and supervised by a faculty advisor. In addition to organizing the campus Earth Day event each spring, the ERC is working to move our campus towards sustainable use of water, energy and materials.

Directors and Faculty Advisor Roles

The ERC directors guide the groups and provide volunteer, tabling, and community action opportunities. They oversee all activities of the ERC. They participate in the events, are present to evaluate and assist the team members, manage finances, and lead the classes. Dr. Cushing, the Faculty Advisor, will be at class meetings to help groups move along with their projects. She supports the ERC Directors in their duties and is responsible for assigning credit/no credit evaluations to each student.

Course Goals and Elements

Students learn leadership, service, project management, and communication skills by undertaking sustainability projects on campus and in the local community. This course requires active participation and independent work. The hours you work will be comprised of class attendance, group meetings and other activities (including volunteering, helping at events, tabling, and work associated with your group project).

The ERC directors will maintain an online class site with a current calendar of events, course documents, assignments, and group information. Check this site regularly to stay up to date on course activities. There are no textbooks for this course.

Course Evaluation

This course is credit/no credit. Students must meet the following criteria to receive credit:

1. Class Attendance: No more than 4 classes missed. Class attendance is noted each class.
2. Completion of Unit Hours: **1 unit = 45 hours, 2 units = 90 hours, 3 units = 135 hours. All unit hours must be entered into the class time-sheet every Sunday by midnight. See addendum for what types of activities can count towards meeting unit hours.**
3. Participation in the Spartan Up! Tailgate Events. Participation is mandatory (2 hour shifts) and all registered students must attend at least 4 tailgates.
4. Please wear official ERC t-shirts to all events.
5. **Class/Group Participation: Earn at least 75 of 100 participation points to pass the class.**

Participation Points:

Individual Presentation	5 points
Group Project	25 points
Group Presentations	10 points
In Class Participation	30 points
Group Portfolio Contribution	15 points
Final Formal Group Presentation	15 points
<i>TOTAL</i>	<i>100 points</i>

Class Attendance

Students who miss **more than 4 M/W class meetings will not receive credit for the course.** Class attendance is essential for teams to coordinate, to learn about other team projects, and to receive important messages from the directors. Groups will regularly report on their progress during class. Individual participation points are also earned during class time.

Hours for Class, Group Meetings/Projects, Other Activities

To receive credit, students must work for at least the number of hours (below) based on units enrolled:

1-unit student = 45 hours 2-unit student = 90 hours 3-unit student = 135 hours

This is a **recommended** table of the division of hours based on the number of units you are taken.

Recommended Hours	1 unit = 45 hours	2 unit = 90 hours	3 units = 135 hours
Hours earned from class hours	20	30	40
Hours earned outside of class from independent and group work	15	30	45
Hours earned at events/ volunteering on campus/ in community	10	30	50
TOTAL	45	90	135

Group Meetings

You will be given class time with your group each week to plan your group's activities. Group meetings outside of class will also count towards meeting your total hours requirement.

Other Activities

The remainder of your hours will consist of volunteering for activities identified by the ERC directors, tabling for ERC or ERC-sanctioned events, attending environmental talks and seminars on campus and hours spent working on your individual and group projects. To get credit for your hours, you must record your hours each week. **Time-sheets are due every Sunday by midnight.**

Support and Attend Events

During the semester, the groups will plan and implement several campus fairs or other events. All students in the class will be expected to attend some or all of these events to help their colleagues in the class make their events a success. **All students must participate in at least FOUR Zero Waste Tailgate events.**

Participation Points

To receive credit, you must participate productively as a member of a project group and as an individual. Here is a description of each element required for participation points:

- **Group Presentations/Projects.** Groups are required to give a number of informal presentations in order to talk about their progress. Every group member must participate to earn points for each presentation. Each group will also give a **final presentation** at the end of the semester. The presentations are a brief overview of each group and the group plans and goals for the semester. The final presentation will include goals of the group, activities of each group member, group accomplishments, information on what SJSU is doing to move toward sustainability with respect to your group's project, and recommendations for future activities.
- **Time-sheets-** Fill out your Time-sheet weekly! It is very important to keep track of your ERC hours regularly, that way you can make sure you receive credit for all the work you have completed. **Time-sheets should be updated every Sunday by midnight.**
 - **What counts as ERC hours?**

Anything that is related to the ERC, such as time spent: in class, at events, and doing ERC projects and assignments.
 - **Can I get hours for things I do outside of the ERC?**

You can get hours for volunteering outside the ERC if the activity is related to the environment, such as volunteering at Veggielution! If you want to know if an activity counts towards ERC hours, please ask the directors or the faculty advisor.
 - **What if I complete more hours than the amount that I am signed up for?**

For example, if you have signed up for 1 unit of ERC (which is 45 hours), but if you have completed 90 hours, you cannot receive an extra unit.
 - **What if I do not finish all of my hours by the end of the semester?**

Talk to the faculty advisor about possibly making up hours in future semesters.
- **Electronic Group Portfolio.** This file will be a complete record of the work completed during the semester. It will contain:
 - Portfolio Outline, with a complete list of all materials in the portfolio;
 - Descriptive Summary of your group's work and achievements;
 - Action Plan and Recommendations for students next semester to advance the work of your group;
 - Personal contacts with titles and a description of their importance to your group's work;
 - All materials and documents generated by your group's project, including meeting dates and summaries, correspondence, press releases, posters, photos, etc.
 - Your group's presentation.
 - Your portfolio does not only contain documents your group's activities and achievements, but should also be designed as a **reference to assist future ERC students**. Further instructions can be found on the class website.

Positive Group Member Review

Group members will evaluate the participation of all their group members. This evaluation is part of the criteria Dr. Cushing will use to evaluate each student's performance in their group. All ERC students must have a professional approach to the ERC.

Project Groups

Each semester there are different project groups. Group members will work together on a specific campaign to promote sustainability on campus. Each group is required to:

- Develop projects and campaigns, lay out the tasks for the work, and implement events and campaigns;
- Attend meetings of campus organizations involved in making decisions on relevant issues;
- Assist with class projects and have informational tables at other groups' events.
- Produce a 2-4 minute video (including live action) that summarizes the group's work

Ride to School Day Group: This team hosts monthly Ride-To-School days and works with Transportation Solutions, to find new ways to develop their programs and outreach to students.

Spartan Up Tailgate: This team will plan Spartan Up Tailgate events throughout the semester. They will work closely with Spartan Athletics and the City of San Jose's Environmental Services Department.

Take Back the Tap: This group will work to promote the use of tap water on campus. They will work on a pledge, campaign, and events to educate the campus community about the importance of our water resources and their environmental impacts.

Safe and Green Halloween: This group will work in the afterschool program at McKinley Elementary School to educate students on integrated waste management and help them design Halloween costumes using primarily post-consumer materials. They will also support CommUniverCity's Safe and Green Halloween Community Fair on October 23.

Social Media

All students will work towards promoting the ERC and environmental awareness through their personal social media platforms, such as Facebook, Instagram, and YouTube.

ERC Member Expectations

All ERC students should have a professional approach to the ERC. You are representing a non-profit organization that works towards improving sustainability by educating the campus community.

- **Take all of your commitments seriously.** Your group members are relying on you to do your part.
- **Behave in a professional manner.** You are representing the Environmental Studies Department, SJSU, and the City of San Jose, so please act and dress accordingly. Do not swear or drink alcohol when you are working an event. Do not come to events inebriated. Improper behavior is means for dismissal from the class.
- **Ask questions.** If you have a problem, please ask for help from other ERC students, directors, or the faculty advisor. We are a team and we are here to support each other.
- **Respect the diversity and opinions of others.** Please be respectful to others and be professional both in the ERC class and at ERC events.

- **Take advantage of your ERC member status.** Being a part of the ERC will expose you many new opportunities you have never had before including conferences, volunteering, events, retreats, and public presentations.

Dropping and Adding

IMPORTANT: The last day to drop is September 1 and the last day to add is September 10, 2015.

Academic Integrity

Students should know that the University's Academic Integrity Policy is available at http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf. See also: http://www.sa.sjsu.edu/judicial_affairs/index.html.

You are on the honor system to report valid hours on your weekly timesheet.

Campus Policy in Compliance with the American Disabilities Act

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please notify a Director or Prof. Cushing as soon as possible. Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with the DRC (Disability Resource Center) to establish a record of their disability.

Fall 2015 Course Timeline (Tentative)

<i>Week/ In Class Dates</i>	<i>Class Activities & Assignments</i>	<i>Events for the Week</i>
Week 1 - Aug 24 & 26	Aug 24 - Greensheet, Director and Advisor introductions, class contact sheets Aug 26 – Individual student presentations and Student Organization Fair Preparation (volunteer sign up)	
Week 2 – Aug 31 & Sept 2	Aug 31 - Group descriptions, Teambuilding exercises Sept 2 - Split into groups and Outreach training <i>September 1 - Last day to drop</i>	September 1st Student Org Fair 11AM-2PM @ Tower Lawn September 3 SUT#1 Game starts 7:00PM Set-up @ 4:00PM
Week 3 – Sept 7 & 9	Sept 7 - Labor Day/No class Sept 9 - Transportation Solutions Lecture <i>Sept 10 - Last day to add to add</i>	Safe and Green Halloween afterschool program (4:00-6:00pm, during a weekday)
Week 4 – Sept 14 & 16	Sept 14 - Guest Lecture: ESD/Spartan Athletics Sept 16	Sept 17 Ride to School Day Safe and Green Halloween

Week 5 – Sept 21 & 23	Sept 21 Sept 23	September 26 SUT#2 Game starts 7:30PM Set-up @ 4:30PM Safe and Green Halloween
Week 6 – Sept 28 & 30	Sept 28 Sept 30	Safe and Green Halloween
Week 7 – Oct 5 & 7	Oct 5 Oct 7	October 6 Ride to School Day Safe and Green Halloween
Week 8 – Oct 12 & 14	October 12 October 14 *Homecoming Week*	October 15 Fire on the Fountain TBA October 17 SUT#3 TBA
Week 9 – Oct 19 & 21	Oct 19 Oct 21	October 23 Safe and Green Halloween 11:00 AM - 7:20 PM October 24 SUT#4 Game starts 4:00pm Set-up @ 1pm
Week 10 – Oct 26 & 28	October 26 October 28 - *Campus Sustainability Recognition*	
Week 11 – Nov 2 & 4	Nov 2 - Spartan Shops Lecture Nov 4	November 6 SUT#5 Game starts 8:30PM Set-up @ 5:30PM
Week 12 – Nov 9 & 11	Nov 9 Nov 11 - Veteran's Day/ No class	Nov 10 Ride to School Day
Week 13 – Nov 16 & 18	Nov 16 Nov 18	
Week 14 – Nov 23 & 25	Nov 23 - Career Center Guest Lecture Nov 25	November 27 ZWT#6 Game starts 12:30PM Set-up @ 9:30AM

Week 15 – Nov 30 & Dec 2	Nov 30 Dec 2	
Week 16 – Dec 7	Dec 7 - Last day of class, <u>Group Portfolios and Presentations due</u>	