This document contains the course syllabus for sections 001 and 003 of CSUS 200, Spring Semester 2015. The syllabus for section 002 is identical to the one for section 001
CSUS 200 Section 1
Introduction to Sustainability
Course Syllabus
Spring 2015
Tuesday and Thursday, 2:40 – 4:00 PM
158 Natural Resources

Instructor
Matt R. Raven, Professor
310A Natural Resources & C204A Bailey Hall
Cell: 517-703-4018 (Feel free to text)(best number)
Office Phone: 517-432-0293 (second best number)
Email: mraven@msu.edu
Twitter: matt_raven

Learning Assistant
Eamon Devlin
C204A Bailey Hall
Email: devlinea@msu.edu

On-line Class Materials Available on D2L

Required Text: Change by Degrees: Addressing the Climate Challenge. Global Warming: Changing Course – Northwest Earth Institute (also available as a PDF) (available at http://www.nwei.org/store/) (need prior to Spring Break)

Office Hours: Tuesday 9:00 AM – 10:00 AM (Natural Resources Office), Friday 2:00 PM – 3:00 PM (Bailey Office), immediately after class or by appointment.

Course Outcomes

Students will be able to:
1. Identify key themes and principles in sustainability development
2. Apply a variety of critical thinking, analysis and research skills to evaluate the credibility of sustainability policy positions and scientific arguments.
3. Identify the concept of an ecological footprint and recognize their ecological footprint.
4. Improve decision-making capabilities within the context of sustainability.
5. Assess whether a societal issue is a wicked or tame problem.
6. Develop team leadership skills within groups to advance change within communities.
7. Use information technologies in their formal and non-formal learning.
8. Consider the importance of the Commons in developing community sustainability strategies.
9. Identify individual worldviews as they relate to sustainability and their implications for individual actions.
10. Examine the interaction between agriculture, food, natural resources and Michigan communities using a systems approach.
11. Use Life Cycle Analysis to consider the true costs of products and services.
Description

Total Credits 3, Lecture/Recitation/Discussion 3 hours. Interdisciplinary nature of environmental, natural resources, and agricultural issues.

Projected Class Schedule

Week 1 – Introduction

1 - January 13, 2015 – Introducing the Class
2 - January 15, 2015 – What are Wicked Problems?

Week 2 – Active Learning

No Class - January 20, 2015
3 - January 22, 2015 – Trash Sort (Meet at MSU Recycling Center)

Week 3 – Thinking Critically

4 - January 27, 2015 – Evaluating Information Sources
5 - January 29, 2015 – Bailey Zero Footprint Project

Week 4 – Human/Environmental Interdependence

6 - February 3, 2015 – Evaluating Policy Positions

Week 5 – Ecological Footprint

8 - February 10, 2015 – Developed or Not?
9 - February 12, 2015 – Analyzing an Ecological Footprint – 3 Potatoes

Week 6 – Ecological Footprint

10 - February 17, 2015 – What’s Your Ecological Footprint?
11 - February 19, 2015 – Determining Ecological Footprints (Methodology)

Week 7 – Sustainable Communities and Places

12 – February 24, 2015 – Governing The Commons
13 – February 26, 2015 – Implementing Sustainability Strategies for Communities

1 Topics or dates may change due to availability of resources
Week 8 – Food
14 – March 3, 2015 – Feeding Yourself for a Year
15 – March 5, 2015 – Legacy Project Work Day

Week of March 9 – Spring Break

Week 9 – Ecosystem Services
16 - March 17, 2015 – Classifying Ecosystem Services
17 - March 19, 2015 – Off Course – GWCC Discussion

Week 10 – Ecological Economics
18 - March 24, 2015 – Interpreting Life Cycle Analysis
19 – March 26, 2015 – Collision Course – GWCC Discussion

Week 11 – Energy
20 – March 31, 2015 – Transforming Energy - Thermodynamics and Energy Efficiency
21 – April 2, 2015 – Changing Course – GWCC Discussion

Week 12 – Energy
22 – April 7, 2015 – Recycling Energy Use
23 - April 9, 2015 – Setting a New Course – GWCC Discussion

Week 13 – Water
24 - April 14, 2015 – Is Water the Oil of the 21st Century
25 - April 16, 2015 – Ensuring Environmental Justice

Week 14 – Presentations
26 – April 21, 2015 – Policy Position Presentations
27 – April 23, 2015 – Policy Position Presentations

Week 15 - Presentations
28 – April 28, 2015 – Policy Position Presentations
29 – April 30, 2015 – Policy Position Presentations

Week 16 – Finals Week
30 – May 5, 2015 – Final (12:45 – 2:45 PM)
Assignments

Assignments will be turned in either electronically via D2L, printed out (must be stapled) or DVD/Thumb Drive. The Final will be written during the scheduled time. More than one application (e.g. a Web browser, Microsoft Word, Prezi, Excel, etc.) may be needed for a given assignment.

R³ – Reduce, Reuse, Recycle. The assignment spans the semester. The task the first week is for you to identify a daily personal behavior that you can change which results in reducing, reusing or recycling a resource/product. Some examples would be decreasing the number of miles you drive your car each week, decreasing your water usage each week, decreasing your use of plastic, or eliminating your use of bottled water to name a few. You will blog each week of the semester. The first week blog will focus on the selection of your behavior (subject to Dr. Raven’s approval) to modify (as well as baseline data for what you are currently doing) and the following blogs will summarize your successes (and failures) to change your behavior. You will also need to keep a spreadsheet to track your changes (e.g. commute miles via bike – e.g. how many bottles of water do you currently drink each day on average) on an appropriate basis (a daily behavior is preferred). You will also prepare a brief report that summarizes your change over the semester and analyses the environmental impact of your behavioral change at the individual level as well as the impact the change would have if every undergraduate at MSU had changed the same behavior (assuming they were not already doing it). The report should include summaries from your spreadsheet. You also will turn in your spreadsheet with your report. Report should be a Microsoft Word file and the spreadsheet an Excel file. Name the report FirstnameLastnameR3.docx and the spreadsheet FirstnameLastnameR3.xlsx and place them in the appropriate drop box in D2l. The blogs are worth 150 points (10 points per blog) and the report is worth 100 points. (Each Weekly Blog is due by Midnight Friday – e.g. Blog 1 is due January 16, the report is due at the beginning of the Final on May 6).

Natural Resources Footprint Zero – Legacy Project. Students will work in teams of 5-6 to design, develop, implement, and assess a project to move Natural Resources a reduction of its footprint with the ultimate goal of a “Zero Footprint”. The focus (material waste, energy, water, etc.) of the project is entirely up to the team with the project goal being Natural Resources getting one step closer to the goal. The words Refuse, Reduce, Reuse, Repurpose, Recycle, and/or Rot (Zero Waste Home) provide some broad directions that a project could go. This project will require coordination with Sue Chatterley (CSUS Administrative Assistant), MSU Surplus and Recycling and potentially other MSU organizations. The project deliverables to me include a 1 page draft proposal (due February 5) and a report detailing the process for creating and developing the project, summary of how it was implemented, challenges, successes, how it was and/or going to be evaluated and continuation plans. Please see the rubric for more details. The project is worth 100 points. (The final report is due at the end of class on April 30)
Photo Diary. During the semester you will keep a photo diary of a spot in nature. The spot can be micro (e.g. a spot in your yard) or large (e.g. a section of Baker Woodlot). You will take a picture of your spot from the same place every weekday (Monday through Friday). You can miss a maximum of five days during the assignment (not missing a day will result in a bonus) and you do not have to take pictures during spring break (unless you are here and want to). You will locate your spot during the first week of class and start your photo diary no later than January 19, 2015 and conclude it on April 10, 2015. You will turn in a DVD of your photo diary (minimum 50 unique days of pictures) as well as a 2 page written reflection of your diary. What did you learn? What surprised you? What changed or didn’t change? Let your photo diary drive your reflection. Both the written reflection and DVD with your photo diary are due April 21, 2015.

Book Review. You will write a four-page book review on one of the books listed below (do not pick a book that you have read before). Resources on how to write a book review are available in D2L in the Assignment folder. The book review is worth 150 points. The report should be named FirstnameLastnameBook.docx and placed in the appropriate drop box in D2L. (The Book Review is due by beginning of class on April 2).

Omnivore’s Dilemma by Michael Pollan
Collapse by Jared Diamond
The Story of Stuff by Annie Leonard
An Agricultural Testament by Sir Albert Howard
Last Child in the Woods by Richard Louv
The Watchman’s Rattle by Rebecca Costa
Eaarth by Bill McKibben
Confessions of a Radical Industrialist by Ray C. Anderson
Storms of My Grandchildren by James Hansen
The One Straw Revolution by Masanobu Fukuoka
Coming Home: Letters from a Tiny House by Hari Berzins
A Sand County Almanac and Sketches Here and There by Aldo Leopold
Pleasant Valley by Louis Bromfield

Class Assignments and Participation. Your active participation in class is expected (including prior assigned readings and in-class activities) and worth 5 points per class (29) with a bonus of 5 points spotted to you for a total of 150 points. (You must be in class and participate in order to earn the 5 points).

Policy Position Paper and Presentation. You are to identify a position on an issue that you care about that is relevant to this class and develop a policy paper. A policy paper is a persuasive document that outlines your views on a particular policy or issue you have studied (and is of interest to you). The policy paper is a way to apply what you have learned in a format that communicates ideas or recommendations, or persuades people to consider your views. The audience for the paper may be other students, citizens, members of a public commission, elected representatives, or anyone else with a stake in the issue. There is a resource to help you with writing a policy position paper in the Assignments Folder on D2L. The paper is worth 100 points and the presentation 50 points. (The presentations will be in class on April 21, 22, 28 and 30 and paper due by beginning of class on April 30).
Final. The Final will be comprehensive and open note. The Final is worth 100 points. *(The Final is on May 5 from 12:45 to 2:45 PM).*

Student Evaluation

**Assignments**

- Reduce, Reuse, Recycle Blogs\(^2\) 150
- Reduce, Reuse, Recycle Report 100
- Bailey Zero – Legacy Project 100
- Photo Diary 100
- Book Review 150
- Policy Paper and Presentation 150
- Class Attendance & Assignments 150
- Final 100
- **Total** 1000

**Grading Scale**

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**Important Dates**

- January 19  Martin Luther King Holiday
- February 6  Last Day to Drop w/ Refund (8:00 PM)
- March 4     Last Day to Drop w/ No Grade (8:00 PM)
- March 9 - 13 Spring Break
- May 5       Final (12:45 – 2:45 PM)

**Academic Misconduct**

Article 2.III.B.2 of the Academic Freedom Report states that "The student shares with the faculty the responsibility for maintaining the integrity of scholarship, grades, and professional standards." In addition, the CARRS Department adheres to the policies on academic honesty as specified in General Student Regulations 1.0, Protection of Scholarship and Grades; the all-

\(^2\) 10% deduction for each business day late
University Policy on Integrity of Scholarship and Grades; and Ordinance 17.00, Examinations. (See Spartan Life: Student Handbook and Resource Guide and/or the MSU Web site: www.msu.edu.) Therefore, unless authorized by your instructor, you are expected to complete all course assignments, including homework, lab work, quizzes, tests and exams, without assistance from any source. You are expected to develop original work for this course; therefore, you may not submit course work you completed for another course to satisfy the requirements for this course. Also, you are not authorized to use the www.allmsu.com Web site to complete any course work in ESA 200. Students who violate MSU academic integrity rules may receive a penalty grade, including a failing grade on the assignment or in the course. Contact your instructor if you are unsure about the appropriateness of your course work. (See also http://www.msu.edu/unit/ombud/dishonestyFAQ.html). There will be no warnings – the maximum sanction allowed under University policy will occur on the first offense. Turnitin.com will be used for all written assignments.

Accommodations

Michigan State University is committed to providing equal opportunity for participation in all programs, services and activities. Requests for accommodations by persons with disabilities may be made by contacting the Resource Center for Persons with Disabilities at 517-884-RCPD or on the web at rcpd.msu.edu. Once your eligibility for an accommodation has been determined, you will be issued a verified individual services accommodation ("RISA") form. Please present this form to Dr. Raven at the start of the term and/or two weeks prior to the accommodation date (test, project, etc.). Requests received after this date will be honored whenever possible.

Drops and Adds

The last day to add this course is the end of the first week of classes. The last day to drop this course with a 100 percent refund and no grade reported is February 3. The last day to drop this course with no refund and no grade reported is February 29. You should immediately make a copy of your amended schedule to verify you have added or dropped this course.

Commercialized Lecture Notes

Commercialization of lecture notes and university-provided course materials is not permitted in this course.

Attendance

Students whose names do not appear on the official class list for this course may not attend this class. Students who fail to attend the first four class sessions or class by the fifth day of the semester, whichever occurs first, may be dropped from the course. This course follows the General University Attendance Policy. If you miss a class due to a Special Consideration Absence as defined by University Policy, your class participation grade for those excused absences days will be the average of your earned participation grades.
Internet

Some professional journals will not consider a submission for publication if the article has appeared on the Internet. Please notify your instructor in writing if you do not want your course papers posted to the course Web site.

Disruptive Behavior

Article 2.III.B.4 of the Academic Freedom Report (AFR) for students at Michigan State University states: "The student's behavior in the classroom shall be conducive to the teaching and learning process for all concerned." Article 2.III.B.10 of the AFR states that "The student has a right to scholarly relationships with faculty based on mutual trust and civility." General Student Regulation 5.02 states: "No student shall . . . interfere with the functions and services of the University (for example, but not limited to, classes . . .) such that the function or service is obstructed or disrupted. Students whose conduct adversely affects the learning environment in this classroom may be subject to disciplinary action through the Student Faculty Judiciary process.

Campus Emergencies

If an emergency arises in this classroom, building or vicinity, your instructor will inform you of actions to follow to enhance your safety. As a student in this class, you are responsible for knowing the location of the nearest emergency evacuation route or shelter. These directions appear on the maps posted on the walls throughout this building. If police or university officials order us to evacuate the classroom or building, follow the posted emergency route in an orderly manner and assist those who might need help in reaching a barrier-free exit or shelter. To receive emergency messages, set your cellular phones on silent mode when you enter this classroom. If you observe or receive an emergency alert, immediately and calmly inform your instructor. (See also www.alert.msu.edu.)

E-Learning Policies

Information technologies such as D2L and email are widely used in this class. As a result there are some additional policies that need to be understood.

- Students should visit the course’s D2L site on a regular basis.
- Students should check their email frequently (all class email is sent to the student’s official MSU email account).
- All assignments submitted electronically, either on disk or via email, should be free of any viruses and/or worms. Any infected file or media that is submitted will receive a zero (0) for that assignment.
- This course recognizes the students’ right to privacy and adheres to the Family Educational Rights and Privacy Act (FERPA).
• Excessive emails make an unreasonable time demands on both sender and recipient. Please ensure you have a legitimate need before you write.

• Dr. Raven and Mr. Devlin will answer email about:
  o Questions arising from difficulty in understanding course content.
  o Requests for feedback about graded assignments.
  o Private issues appropriate for discussion within the teacher-student relationship.

• Dr. Raven and Mr. Devlin will NOT answer email which:
  o Poses questions answered in the course information sections of the course D2L site
  o Poses questions answered in the course syllabus.
  o Lacks a subject line clearly stating the purpose of the email and the course number (ESA 200).
  o Raises an inappropriate subject.

• Dr. Raven and Mr. Devlin will make every effort to answer email received on a given day no later than close of work on the next workday.

• The Web site tech.msu.edu provides a number of information technology resources for students.

• You are responsible for the operation of any personally owned computers you use on or off campus. A malfunctioning computer system is NOT a valid excuse for submitting late work.

• Students are expected to have a high degree of self-motivation and self-direction in this class and develop the needed technology skills to excel in this class and in life.
CSUS 200
Introduction to Sustainability

Spring 2015
Tuesday/Thursday, 10:20 -11:40 a.m.
223 Natural Resources Building

INSTRUCTOR: Dr. Michael W. Everett
Department of Community Sustainability
Michigan State University
480 Wilson Road
140 Natural Resources Building
Telephone: 517-432-0292
Email: everettm@msu.edu

OFFICE HOURS: Monday, 10:00 a.m. to 12:00 p.m. (140 Natural Resources)
Wednesday, 12:00 p.m. to 2:00 p.m. (Bailey Hall – RISE)

LOCATION: Room 133 Akers Hall

MEETING TIMES: Tuesday/Thursday from 10:20 a.m. to 11:40 a.m.

COURSE DESCRIPTION: Introduction to sustainability and personal role in sustainability initiatives. Implications of individual actions for key sustainability challenges. Application of sustainability principles and leadership skills in community.

COURSE GOALS: Students will be able to:
1. Identify key themes and principles in sustainability development
2. Apply a variety of critical thinking, analysis and research skills to evaluate the credibility of sustainability policy positions and scientific arguments.
3. Identify the concept of an ecological footprint and recognize their ecological footprint.
4. Improve decision-making capabilities within the context of sustainability.
5. Assess whether a societal issue is a wicked or tame problem.
6. Develop team leadership skills within groups to advance change within communities.
7. Use information technologies in their formal and non-formal learning.
8. Consider the importance of the Commons in developing community sustainability strategies.
9. Identify individual worldviews as they relate to sustainability and their implications for individual actions.
10. Examine the interaction between agriculture, food, natural resources and Michigan communities using a systems approach.
11. Use Life Cycle Analysis to consider the true costs of products and services.

SUPPLEMENTAL DOCUMENT: Change by Degrees: Addressing the Climate Challenge. Global Warming: Changing Course – Northwest Earth Institute (also available as a PDF) (available at http://www.nwei.org/store/) (need prior to Spring Break)
CLASS SCHEDULE

Week 1 – Introduction
1 - January 13, 2015 – Introducing the Class
2 - January 15, 2015 – What are Wicked Problems?

Week 2 – Active Learning
3 - January 20, 2015 – Trash Sort (Meet at MSU Recycling Center)
4 - January 22, 2015 – MSU Recycling Tour (Meet at MSU Recycling Center)

Week 3 – Thinking Critically
5 - January 27, 2015 – Legacy Project (Meet at MSU Recycling Center)
6 - January 29, 2015 – Evaluating Information and Policy Positions

Week 4 – Human/Environmental Interdependence
8 - February 5, 2015 – Developed or Not?

Week 5 – Ecological Footprint
9 - February 10, 2015 – Analyzing an Ecological Footprint – 3 Potatoes
10 - February 12, 2015 – What’s Your Ecological Footprint?

Week 6 – Ecological Footprint
11 - February 17, 2015 – Determining Ecological Footprints (Methodology)
12 - February 19, 2015 – Governing The Commons

Week 7 – Sustainable Communities and Places
13 - February 24, 2015 – Implementing Sustainability Strategies for Communities
14 - February 26, 2015 – Transforming Energy - Thermodynamics and Energy Efficiency

Week 8 – Energy Systems
16 - March 5, 2015 – Classifying Ecosystem Services

1 Topics or dates may change due to availability of resources
Week of March 9 – Spring Break

Week 9 – Ecosystem Services
17 - March 17, 2015 – Off Course – GWCC Discussion
18 - March 19, 2015 – Interpreting Life Cycle Analysis

Week 10 – Ecological Economics
19 - March 24, 2015 – Collision Course – GWCC Discussion
20 - March 26, 2015 – Feeding Yourself for a Year

Week 11 – Food
21 - March 31, 2015 – Changing Course – GWCC Discussion
22 - April 2, 2015 – Diffusing Innovations?

Week 12 – Change Agents
23 - April 7, 2015 – Setting a New Course – GWCC Discussion
24 - April 9, 2015 – Is Water the Oil of the 21st Century

Week 13 – Water/Environmental Justice
25 - April 14, 2015 – Protecting the Water Cycle
26 - April 16, 2015 – Ensuring Environmental Justice

Week 14 – Presentations
27 - April 21, 2015 – Legacy Project Presentations
28 - April 23, 2015 – Legacy Project Presentations

Week 15 - Presentations
29 - April 28, 2015 – Legacy Project Presentations
30 - April 30, 2015 – Legacy Project Presentations

Week 16 – Finals Week
31 – May 6, 2015 – Final (10:00 AM – Noon)
Assignments

Assignments will be turned in either electronically via D2L, printed out (must be stapled) or Flash Drive. The Final will be written during the scheduled time. More than one application (e.g. a Web browser, Microsoft Word, Prezi, Excel, etc.) may be needed for a given assignment. Written assignments must adhere to APA format, doubles-spaced, and Times New Roman or Arial (12 font). Papers must include a title page with appropriate information (Name, class, assignment, date). A running header must include the students number as the identifier for all pages in the document.

R³ – Reduce, Reuse, Recycle. The assignment spans the semester. The task the first week is for you to identify a daily personal behavior that you can change which results in reducing, reusing or recycling a resource/product. Some examples would be decreasing the number of miles you drive your car each week, decreasing your water usage each week, decreasing your use of plastic, or eliminating your use of bottled water to name a few. You will blog each week of the semester. The first week blog will focus on the selection of your behavior (subject to Dr. Everett’s approval) to modify (as well as baseline data for what you are currently doing) and the following blogs will summarize your successes (and failures) to change your behavior. You also need to keep a spreadsheet to track your changes (e.g. commute miles via bike – e.g. how many bottles of water do you currently drink each day on average) on an appropriate basis (daily or weekly). You will also prepare a brief report that summarizes your change over the semester and analyses the environmental impact of your behavioral change at the individual level as well as the impact the change would have if every undergraduate at MSU had changed the same behavior (assuming they were not already doing it). The report should include summaries from your spreadsheet (2 page written reflection). You also will turn in your spreadsheet with your report. Report should be a Microsoft Word file and the spreadsheet an Excel file. Name the report FirstnameLastnameR3.docx and the spreadsheet FirstnameLastnameR3.xlsx and place them in the appropriate drop box in D2L. The blogs are worth 150 points (10 points per blog) and the report is worth 100 points. (Each Weekly Blog is due by Midnight Friday – e.g. Blog 1 is due January 15, the report is due at the beginning of the Final on May 1).

MSU Recycling – Legacy Project Paper and Presentation. Students will work in teams of 5-6 to design, develop, implement, and assess individual projects related to MSU Recycling. Students will design, develop, implement, and assess projects relevant to MSU Recycling develop a paper, then present those findings during the last four class periods (April 21 to 30). Each team will select a specific area based on the “Trash Sort” and Tour of the MSU Recycling Facility. The project deliverables include a 1-page draft proposal (due January 29), final written report (chapter) detailing your team’s results and recommendations, and presentation outlining these results and recommendations. Please see the assignment description and appropriate rubrics for more details. The paper is worth 100 points (3-4 pages) and presentation is worth 50 points (15 minutes). (The final report is due at the end of class on April 23 and Presentations will be April 21, 23, 28, and 30)
“Your Zone” - Photo Diary. During the semester you will keep a photo diary of a spot in your “Zone.” The spot can be small (a bush or tree in your yard) or large (a field on the South Farm).

You will take a picture of your spot from the same place every weekday (Monday through Friday). You can miss a maximum of five days during the assignment (not missing a day will result in a bonus) and you do not have to take pictures during spring break (unless you are here and want to). You will locate your spot during the first week of class and start your photo diary on January 20, 2015 and conclude it on April 14, 2015. You will turn in a file (Flash Drive) or upload your photo diary file to D2L. Additionally, you will develop a written reflection (2 pages) of your diary. What did you learn? What surprised you? What changed or didn’t change? Let your photo diary drive your reflection. Both the written reflection and file (D2L or flashdrive) with your photo diary are due April 16, 2015.

Book Review. You will write a four-page book review related to sustainability broadly defined. Below is a selection of potential books (I encourage you to pick a book that you have not read before). If you read a book not on this list I will need to approve your selection to ensure that the book is applicable to sustainability. Resources on how to write a book review are available in D2L in the Assignment folder. The book review is worth 150 points (3-4 pages). The report should be named FirstnameLastnameBook.docx and placed in the appropriate drop box in D2L. 

*(The Book Review is due by beginning of class on March 31).*

Omnivore’s Dilemma by Michael Pollan  
Collapse by Jared Diamond  
The Story of Stuff by Annie Leonard  
An Agricultural Testament by Sir Albert Howard  
Last Child in the Woods by Richard Louv  
The Watchman’s Rattle by Rebecca Costa  
Eaarth by Bill McKibben  
Confessions of a Radical Industrialist by Ray C. Anderson  
Tomorrow’s Table by Pamela C. Ronald & Raoul W. Adamchak  
Storms of My Grandchildren by James Hansen  
The One Straw Revolution by Masanobu Fukuoka  
Coming Home: Letters from a Tiny House by Hari Berzins  
Cheap: The High Cost of Discount Culture by Ellen Ruppel Shell  
A Sand County Almanac by Aldo Leopold

Class Assignments and Participation. Your active participation in class is expected (including prior assigned readings) and worth 5 points per class (30) for a total of 150 points. *(You must be in class in order to earn the 5 points). A class sign-in sheet will be passed around at the beginning of class. You will NOT be allowed to sign-in late.*

Policy Position Paper. You are to identify a position on an issue that you care about that is relevant to this class and develop a policy paper (3-4 pages). A policy paper is a persuasive document that outlines your views on a particular policy or issue you have studied (and is of interest to you). The policy paper is a way to apply what you have learned in a format that communicates ideas or recommendations, or persuades people to consider your views. The audience for the paper may be other students, citizens, members of a public commission, elected
representatives, or anyone else with a stake in the issue. There is a resource to help you with writing a policy position paper in the Assignments Folder on D2L. The paper is worth 100 points. *(The paper will be due by end of class on April 30).*

Final. The Final will be comprehensive and open note. The Final is worth 100 points. *(The Final is on May 6 from 10:00 AM to Noon).*

**Student Evaluation**

**Assignments**

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<th>Points</th>
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<tr>
<td>Reduce, Reuse, Recycle Blogs</td>
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<td>Reduce, Reuse, Recycle Report</td>
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<td>Legacy Project (Paper and Presentation)</td>
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<td>“The Zone” - Photo Diary</td>
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<tr>
<td>Book Review</td>
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**Grading Scale**

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**Important Dates**

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<tr>
<td>January 19</td>
<td>Martin Luther King Holiday</td>
</tr>
<tr>
<td>February 6</td>
<td>Last Day to Drop w/ Refund (8:00 PM)</td>
</tr>
<tr>
<td>March 4</td>
<td>Last Day to Drop w/ No Grade (8:00 PM)</td>
</tr>
<tr>
<td>March 9 - 13</td>
<td>Spring Break</td>
</tr>
<tr>
<td>May 6</td>
<td>Final (10:00 AM - Noon)</td>
</tr>
</tbody>
</table>

2 Late assignments will NOT be accepted
Academic Misconduct

Article 2.III.B.2 of the Academic Freedom Report states that "The student shares with the faculty the responsibility for maintaining the integrity of scholarship, grades, and professional standards." In addition, the CARRS Department adheres to the policies on academic honesty as specified in General Student Regulations 1.0, Protection of Scholarship and Grades; the all-University Policy on Integrity of Scholarship and Grades; and Ordinance 17.00, Examinations. (See Spartan Life: Student Handbook and Resource Guide and/or the MSU Web site: www.msu.edu.)

Therefore, unless authorized by your instructor, you are expected to complete all course assignments, including homework, lab work, quizzes, tests and exams, without assistance from any source. You are expected to develop original work for this course; therefore, you may not submit course work you completed for another course to satisfy the requirements for this course. Also, you are not authorized to use the www.allmsu.com Web site to complete any course work in CSUS 200. Students who violate MSU academic integrity rules may receive a penalty grade, including a failing grade on the assignment or in the course. Contact your instructor if you are unsure about the appropriateness of your course work. (See also http://www.msu.edu/unit/ombud/dishonestyFAQ.html). There will be no warnings — the maximum sanction allowed under University policy will occur on the first offense.

Turnitin.com will be used for all written assignments.

Accommodations

Michigan State University is committed to providing equal opportunity for participation in all programs, services and activities. Requests for accommodations by persons with disabilities may be made by contacting the Resource Center for Persons with Disabilities at 517-884-RCPD or on the web at rcpd.msu.edu. Once your eligibility for an accommodation has been determined, you will be issued a verified individual services accommodation ("RISA") form. Please present this form to Dr. Everett at the start of the term and/or two weeks prior to the accommodation date (test, project, etc.). Requests received after this date will be honored whenever possible.

Drops and Adds

The last day to add this course is the end of the first week of classes. The last day to drop this course with a 100 percent refund and no grade reported is February 6. The last day to drop this course with no refund and no grade reported is March 4. You should immediately make a copy of your amended schedule to verify you have added or dropped this course.

Commercialized Lecture Notes

Commercialization of lecture notes and university-provided course materials is not permitted in this course.
Attendance

Students whose names do not appear on the official class list for this course may not attend this class. Students who fail to attend the first four class sessions or class by the fifth day of the semester, whichever occurs first, may be dropped from the course. This course follows the General University Attendance Policy. If you miss a class due to a Special Consideration Absence as defined by University Policy, your class participation grade for those excused absences days will be the average of your earned participation grades.

Internet

Some professional journals will not consider a submission for publication if the article has appeared on the Internet. Please notify your instructor in writing if you do not want your course papers posted to the course Web site.

Disruptive Behavior

Article 2.III.B.4 of the Academic Freedom Report (AFR) for students at Michigan State University states: "The student's behavior in the classroom shall be conducive to the teaching and learning process for all concerned." Article 2.III.B.10 of the AFR states that "The student has a right to scholarly relationships with faculty based on mutual trust and civility." General Student Regulation 5.02 states: "No student shall . . . interfere with the functions and services of the University (for example, but not limited to, classes . . .) such that the function or service is obstructed or disrupted. Students whose conduct adversely affects the learning environment in this classroom may be subject to disciplinary action through the Student Faculty Judiciary process.

Campus Emergencies

If an emergency arises in this classroom, building or vicinity, your instructor will inform you of actions to follow to enhance your safety. As a student in this class, you are responsible for knowing the location of the nearest emergency evacuation route or shelter. These directions appear on the maps posted on the walls throughout this building. If police or university officials order us to evacuate the classroom or building, follow the posted emergency route in an orderly manner and assist those who might need help in reaching a barrier-free exit or shelter. To receive emergency messages, set your cellular phones on silent mode when you enter this classroom. If you observe or receive an emergency alert, immediately and calmly inform your instructor. (See also www.alert.msu.edu.)

E-Learning Policies

Information technologies such as D2L and email are widely used in this class. As a result there are some additional policies that need to be understood.

- Students should visit the course’s D2L site on a regular basis.
• Students should check their email frequently (all class email is sent to the student’s official MSU email account).
• All assignments submitted electronically, either on disk or via email, should be free of any viruses and/or worms. Any infected file or media that is submitted will receive a zero (0) for that assignment.
• This course recognizes the students’ right to privacy and adheres to the Family Educational Rights and Privacy Act (FERPA).
• Students need to review the university policy “Acceptable Use of Computing Systems, Software, and the University Digital Network” at http://lct.msu.edu/guidelines-policies/aup/.
• Excessive emails make an unreasonable time demands on both sender and recipient. Please ensure you have a legitimate need before you write.
• Dr. Everett will answer email about:
  o Questions arising from difficulty in understanding course content.
  o Requests for feedback about graded assignments.
  o Private issues appropriate for discussion within the teacher-student relationship.
• Dr. Everett will NOT answer email which:
  o Poses questions answered in the course information sections of the course D2L site
  o Poses questions answered in the course syllabus.
  o Lacks a subject line clearly stating the purpose of the email and the course number (CSUS 200).
  o Raises an inappropriate subject.
• Dr. Everett will make every effort to answer email received on a given day no later than close of work on the next workday.
• The Web site tech.msu.edu provides a number of information technology resources for students.
• You are responsible for the operation of any personally owned computers you use on or off campus. A malfunctioning computer system is NOT a valid excuse for submitting late work.
• Students are expected to have a high degree of self-motivation and self-direction in this class and develop the needed technology skills to excel in this class and in life.