Proposal Form For Addition And Revision Of Courses

1. Proposing College / School: Office of Associate Provost for Undergraduate Studies
   Department: Office of Sustainability

2. Course Prefix and Number: SUST 4900 3. Effective Term: Fall 2010

4. Course Title: Directed Studies
   Abbreviated Title (30 characters or less): Directed Studies

5. Requested Action:
   - Renumber a Course
   - Add a Course
   - Revise a Course

6. Course Credit:
<table>
<thead>
<tr>
<th>Contact/Group Hours</th>
<th>Scheduled Type (e.g.: Lab, Lecture, Practicum, Directed Study)</th>
<th>Weekly or Per Term?</th>
<th>Credit Hours</th>
<th>Anticipated Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Hours (Repeatability): 3</td>
<td>1-3 Directed Study</td>
<td>Weekly 1-3</td>
<td>3</td>
<td>1-3</td>
</tr>
</tbody>
</table>
   Total Credit Hours: 1-3

7. Grading Type:
   - Regular (ABCDF)
   - Satisfactory/Unsatisfactory (S/U)
   - Audit

8. Prerequisites/Corequisites:
P: Jr. or Sr. standing; admission to SUST minor.

9. Restrictions: List specific restriction in space above.
   - College
   - Major
   - Standing
   - Degree

10. Course Description:
(20 Words or Less; exactly as it should appear in the Bulletin)
Advanced individual research and/or coursework in the field of sustainability studies.

11. May Count Either or (Indicate if this particular course cannot be counted for credit in addition to another)

12. Affected Program(s):
(Respond “N/A” if not included in any program; attach memorandum if more space is required)
<table>
<thead>
<tr>
<th>Program Type</th>
<th>Program Title</th>
<th>Requirement or Elective?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minor</td>
<td>Sustainability Studies</td>
<td>Elective</td>
</tr>
</tbody>
</table>

13. Overlapping or Duplication of Other Units' Offerings:
(If course is included in any other degree program, is used as an elective frequently by other unit(s), or is in an area similar to that covered by another college/school, attach correspondence with relevant unit)
   - Applicable
   - Not Applicable
14. Justification:

This course is being offered to provide students in the Sustainability Studies Minor a means of receiving credit for research and/or coursework that is relevant to the program, but not of sufficient credit to fulfill the student's elective requirement.

As an example, a student taking a two (2) credit-hour course focusing on some aspect of Sustainability Studies would enroll in SUST 4900 in the same term, and engage in a related activity (e.g.: maintaining a journal related to the course, completion of a research paper that focuses on material included in the course) for an additional credit hour. The student would then be able to count the work from the related course toward their elective requirement for the minor, without requiring additional coursework to meet the nine (9) credit hour elective requirement.

(Include a concise, yet adequate rationale for the addition/revision of the course, citing accreditation, assessments (faculty, graduate, and/or external) where applicable)

15. Resources:

Current resources are adequate to address the offering of the proposed directed studies course. Due to the relatively small number of students in the minor, it is anticipated that no more than a few students will be utilizing this option during the course of their studies.

(Indicate whether existing resources such as library materials, classroom/laboratory space, and faculty appointments are adequate to support the proposed addition/revision; if additional resources are required, indicate how such needs will be met, referencing the appropriate level of authorization -- i.e.: Dean -- where necessary; if no additional resources or shifting of resources will be necessary, respond "Not Applicable")

16. Student Learning Outcomes:

Sample student learning outcomes for a one (1) credit hour section of SUST 4900, structured around the maintenance of a semester-long journal to accompany enrollment in a two (2) credit hour outdoor management leadership program, whose content focuses on sustainability-related issues:

The student will:
- develop understanding of how human systems of economy, politics, and culture become enmeshed with ecological concerns
- evaluate how principles of environmental ethics apply to diverse issues such as population, biodiversity, affluence, and climate change
- develop understanding of humans' place in a specific ecological system

(State in measurable terms (reflective of course level) what students should be able to do when they have completed this course)

17. Course Content Outline:

The student will participate in a standard fifteen-week course (SAMP 4600), in the form of an outdoor leadership program, whose focus is on ecological/environmental awareness.

SUST 4900 will focus on weekly engagement of the material addressed in the related course, by requiring the student to maintain a journal in conjunction with said course.

See: "Assignments/Projects" for specific requirements as they pertain to the specific requirements for this course throughout the semester.

(Provide a comprehensive, week-by-week breakdown of course content, including assignment due dates)

18. Assignments / Projects:

The student will be required to maintain and submit (at the end of the semester), a journal that meets the following criteria:
- Updated with a one-page entry for each session of the related course (SAMP 4600).
- Directly addresses the activities/content of the related course and how it informs their knowledge of environmental/ecological awareness and/or sustainability-related issues, based upon the content covered during each course session.
- Summarizes the semester-long experience with a five-page entry discussing what they have learned, and how their knowledge of the issues addressed therein have evolved at a large, as a result in participation in the
related course.

The student will be expected to meet with the instructor for one (1) hour each week (either in person or electronically), in order to discuss their journal entries, as well as the student's progress and experience in the related course.

(List all quizzes, projects, reports, activities and other components of the course grade -- including a brief description of each assignment that clarifies its contribution to the course's learning objectives)

19. Rubric and Grading Scale:

The student will be assigned a grade of "Satisfactory" (S) for: 1) maintaining a journal that fulfills the criteria above, and 2) meeting with the faculty member overseeing the directed study on a weekly basis.

The student will be assigned a grade of "Unsatisfactory" (U) for: 1) submitting a journal that fails to meet the criteria above; AND/OR 2) missing more than two (2) meetings with the faculty member overseeing the directed study, due to unexcused absences.

(List all components of the course grade -- including attendance and/or participation if relevant -- with point totals for each; indicate point totals and ranges or percentages for grading scale; for S/U grading, detail performance expectations for a passing grade)

20. Justification for Graduate Credit:

N/A

(Include a brief statement explaining how the course meets graduate educational standards (i.e.: rigorous standards for evaluation, development of critical thinking and analytical skills, etc.))

(Included below are standard statements regarding course policies. If necessary, a statement may be altered to reflect the academic policies of individual faculty members and/or the academic unit or department, provided that there is no conflict with the Tiger Cub, Faculty Handbook, or any existing university policy.)

POLICY STATEMENTS

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event of an absence.

Excused Absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student's immediate family, the death of a member of the student's immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please see the Tiger Cub for more information on excused absences.

Make-Up Policy: Arrangement to make up a missed major examination (e.g.:hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. Except in extraordinary circumstances, no make-up exams will be arranged during the last three days before the final exam period begins.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Tiger Cub will apply to university courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Disability Accommodations: Students who need special accommodations in class, as provided for by the Americans With Disabilities Act, should arrange for a confidential meeting with the instructor during office hours in the first week of classes (or as soon as possible if accommodations are needed immediately). The student must bring a copy of their Accommodation Letter and an Instructor Verification Form to the meeting. If the student does not have these forms, they should make an appointment with the Program for Students with Disabilities, 1288 Haley Center, 844-2096 (V/T/T).