

Fall 2023 Syllabus

Mondays 11:10 – 12:10 VN G307

or

Mondays 1:20 – 2:20 VN 3302

ENEC 393/493: EcoStudio (all sections)

Computers in Venable 3302 are available for

EcoStudio use whenever the room is free

Instructors:

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Office hours: By appointment

<https://ecostudio.unc.edu>

What is the EcoStudio?

The EcoStudio pairs undergraduate students with faculty mentors on environmentally focused, client-based research and internships. This weekly, discussion-based course allows students to collaborate with their mentors, clients, and other EcoStudio students through weekly presentations and skills-based learning. This seminar is required for all first-time EcoStudio students. Students attend a single one-hour time slot per week, but are free to switch time slots based on their scheduling needs.

Course Description

This course is designed for highly motivated students who are interested in exploring careers in sustainability-related fields through hands-on internships and guided, independent research projects for clients on and off campus. Students from all majors are welcome, but all EcoStudio projects are sustainability-focused.

Course Learning Objectives

Over the course of the semester, students will:

- Apply skills, techniques, and theoretical approaches learned in the classroom to their internship or independent research project
- Enhance professional skill sets through the learning and application of new techniques and training gained from their internship or through focused independent research
- Learn how to navigate complex and ambiguous situations often found in the workplace
- Develop professional materials and networking skills to use to apply for jobs and other internships like resume/cv, cover letter, LinkedIn profile, etc.
- Clarify short-term professional goals and develop plans to pursue them

Course Requirements

- **Internship/Independent Research Hours:** Fulfillment of your contractual obligations with your mentor in terms of hours spent at your internship or on your independent research project.
- **Collaborating:** Attend weekly meetings, share updates about your internship with the group, and work together in groups to work through professional/technical issues
- **Writing:** All students will submit a minimum of eight weekly online journal posts on prompts listed in the “schedule” section of the syllabus. Journal posts should include at least one relevant photo or video (shots from your internship) and should be at least 100 words long. Your final post, which will serve as a final reflection, should be around 500 words long (the equivalent of 2-3 pages), and should answer the following prompts/questions: 1) Reflect on your project, your role and responsibilities, any relevant findings, and your experience. Make sure to include who you worked for (mentor and organization). 2) What did this experience mean to you? 3) Describe any interesting findings that you may have made through your project, and your key takeaways from the experience. Journal posts should be submitted on the EcoStudio Journal page every Sunday: <https://ecostudio.unc.edu/journals/>

- **Presenting:** All students will give a 5-minute presentation summarizing their semester experiences in an end-of-the-semester in-person presentation. The presentation should include a title slide with your name, your internship, and your organization. Other slides should include: 1) your client's mission, 2) your role and responsibilities, and 3) a summary of the knowledge, skills, and abilities that you gained. If your project resulted in client-based deliverables, like reports, graphics, maps, etc., you should also include examples or a summary of your findings. If you don't have deliverables, but you do have photos from an event that you hosted or participated in, that would be the ideal substitute. You should conclude your presentation with a slide thanking your mentor. All students will also record a narrated presentation and post to YouTube to share on the EcoStudio web site:

<https://ecostudio.unc.edu/presentations/>

In lieu of a live presentation, students can produce a 2–3-minute video that serves the same purpose. This video should include footage from your internship, should explain what you did at the internship, and should include all the criteria listed above. This option is perfect for students who already produce video content for their internship, and the video will also be shared on the EcoStudio web site.

- **Evaluations:** All EcoStudio students are expected to complete evaluations of your agency/mentor (on the EcoStudio site) and the classroom course (through UNC Blue Course Evaluation System).

Evaluation

ENEC 393 and 493 are Pass/Fail courses. All mentors will be offered the opportunity to provide feedback on your performance throughout the semester. If you fail to live up to the expectations set out in your contract, i.e., you miss scheduled times when you were supposed to be at your internship, you will not pass this course.

Absences. More than two unexcused absences from our weekly meetings will result in you failing the course.

Make-ups. If you have an excused absence, you will be expected to make up any missed assignments and meet with the instructor to report in on your internship.

We will not meet, nor will you be expected at your internship on holidays and well-being days including: Mon. Sept 4, Tues. Sept 5, Mon. Sept 25, Thurs-Fri Oct 19-20, and Thurs-Fri Nov 23-24.

This course is very much a case of “You get out what you put in.” If you participate fully in class and take the weekly journals seriously, you will feel better prepared for life after college.

Student Responsibilities

Students are expected to attend all class sessions and to actively participate in all discussions. This course is built around your experiences at your internship sites--it is not a lecture course. Appropriate participation in class discussions includes staying on-topic; sharing your own ideas, thoughts, and knowledge yet not monopolizing; listening to classmates and responding to them sensitively; avoiding making statements about personal attributes of your co-workers at your internship site.

Older students or students with prior internship experience will be asked to take on a leadership role in classroom discussions. This is a great opportunity to share best-practices with less experienced students and hone leadership skills.

We will use UNC Canvas for announcements.

University Policies and Resources

Honor Code

All students are expected to follow the guidelines of the UNC honor code. In particular, students are expected to refrain from “lying, cheating, or stealing” in the academic context. If you are unsure about which actions violate that honor code, please see us, or consult honor.unc.edu.

University Attendance Policy

No right or privilege exists that permits a student to be absent from any class meetings, except for these University Approved Absences:

1. Authorized University activities
2. Disability/religious observance/pregnancy, as required by law and approved by Accessibility Resources and Service and/or the Equal Opportunity and Compliance Office (EOC)
3. Significant health condition and/or personal/family emergency as approved by the Office of the Dean of Students, Gender Violence Service Coordinators, and/or the Equal Opportunity and Compliance Office (EOC).

Class Policy

We recognize that important things come up that may conflict with you attending our weekly sessions (interviews, exam review sessions, family emergencies, etc.). Please communicate with us early about potential absences. Please be aware that you are bound by the Honor Code when making a request for a University-approved absence.

Grade Appeals

If you feel you have been awarded an incorrect grade, please discuss it with us. If we cannot resolve the issue, you may talk to our departmental director of undergraduate studies or appeal the grade through a formal university process based on arithmetic/clerical error, arbitrariness, discrimination, harassment, or personal malice. To learn more, go to the Academic Advising Program website.

Accessibility Resources and Services

The University of North Carolina at Chapel Hill facilitates the implementation of reasonable accommodations, including resources and services, for students with disabilities, chronic medical conditions, a temporary disability or pregnancy complications resulting in barriers to fully accessing University courses, programs and activities. Accommodations are determined through the Office of Accessibility Resources and Service (ARS) for individuals with documented qualifying disabilities in accordance with applicable state and federal laws. See the ARS Website for contact information: <https://ars.unc.edu> or email ars@unc.edu.

Counseling and Psychological Services

CAPS is strongly committed to addressing the mental health needs of a diverse student body through timely access to consultation and connection to clinically appropriate services, whether for short or long-term needs. Go to their website: <https://caps.unc.edu/> or visit their facilities on the third floor of the Campus Health Services building for a walk-in evaluation to learn more.

Title IX Resources

Any student who is impacted by discrimination, harassment, interpersonal (relationship) violence, sexual violence, sexual exploitation, or stalking is encouraged to seek resources on campus or in the community. Reports can be made online to the EOC at <https://eoc.unc.edu/report-an-incident/>. Please contact the University's Title IX Coordinator (Elizabeth Hall, interim – titleixcoordinator@unc.edu), Report and Response Coordinators in the Equal Opportunity and Compliance Office (reportandresponse@unc.edu), Counseling and Psychological Services (confidential), or the Gender Violence Services Coordinators (gvsc@unc.edu; confidential) to discuss your specific needs. Additional resources are available at safe.unc.edu.

Schedule

Note: Schedule is tentative and subject to change. Any changes will be announced through Canvas.

Week	Description (Readings due pre-class)	Assignment (Due Sunday evening before class)
August		
Week 1 (Aug 21)	Introductions and Networking Addressing Anxieties Read through Communication-related resources on https://ecostudio.unc.edu/resources/	Get your contracts submitted!
Week 2 (Aug 28)	Infographics workshop with Megan	Journal 1: Write a short bio/introduction of your mentor & internship (not yourself!). Make sure you look into your organization's mission/goals.
September		
Week 3 (Sept 4)	No class (holiday and well-being day)	Journal 2: Discuss 1-2 of your initial concerns/anxieties about your ability to have a rewarding, successful internship experience. Further, discuss how you have tried to address those issues.
Week 4 (Sept 11)	Check-in Read through LinkedIn-related resources on https://ecostudio.unc.edu/resources/	Create or update a LinkedIn profile. Post the link into a journal submission.
Week 5 (Sept 18)	Resume/CV Workshop: 1 on 1 feedback from CPES staff Read through Resumes resources on https://ecostudio.unc.edu/resources	Prepare a revised and polished resume or CV before class to discuss in the workshop
Week 6 (Sept 25)	No class (well-being day)	Journal Update: Submit a quick update on how things are going at your internship. How are your deliverables coming? Do you feel prepared for the rest of the semester?
October		
Week 7 (Oct 2)	Guest Speakers: Liz Naess, US EPA, & Brennan Bouma, Town of Chapel Hill Read through Transitioning from Student to Professional resources on https://ecostudio.unc.edu/resources	Journal 3: Reflect on a challenge or obstacle that has come up in your position. What was your initial reaction? How did your mentor handle the situation?
Week 8 (Oct 9)	Mid-semester Check-in Review your contract and bring it to class with you	Journal 4: Reflect on your expectations of your internships/independent research and how those compare to the reality of your experience so far. Are you on track with your work products?

Week 9 (Oct 16)	No class (Fall Break)	
Week 10 (Oct 23)	<p>Guest Speakers: Kayla Ebert, Triangle Land Conservancy, & Hannah Welborn-Lewis, Haw River Assembly</p> <p>Read through Career Planning and Job Lists/Search Sites resources on https://ecostudio.unc.edu/resources/</p>	<p>Journal 5: Summarize 3 real positions that you want to apply for. Look through Job Lists and Job sites on https://ecostudio.unc.edu/resources/</p>
Week 11 (Oct 30)	<p>Guest Speakers: Hannah Budds, NC Sustainable Energy Association, & Elijah Yetter-Bowman, Ethereal Films</p> <p>Read through Cover Letters resources https://ecostudio.unc.edu/resources/</p>	<p>Journal 6: Draft a cover letter for your favorite position that you found</p>
November		
Week 12 (Nov 6)	Check-in	<p>Journal 7: Reflect on our weekly EcoStudio meetings so far. How have they helped you in your internship? How else can we help?</p>
Week 13 (Nov 13)	<p>Mock Interviews</p> <p>Read through Interview resources on https://ecostudio.unc.edu/resources/</p>	<p>Prepare for a mock interview for your favorite position by thinking through the questions. Also prepare to be the interviewer by selecting questions for someone else.</p>
Week 14 (Nov 20)	No class (holiday)	
Week 15 (Nov 27)	Workshop: Final presentation critiques	<p>Draft Final Presentation and Be Prepared for Presentation Run-through</p> <p>Journal 8: Final Reflection. Reflect on your project, your role, any relevant findings, and your semester-long experience. What did this experience mean to you? This entry should be able to stand on its own as a final written reflection.</p>
December		
Week 16 (Dec 4)	No class	<p>Record a narrated version of your final presentation as a video and upload it to YouTube. Send us the link.</p> <p>Complete evaluations online</p>
Thurs., Dec 7, 9:30-11:30am	Final Presentations	<p>Final Presentations to be held on the bottom floor of Venable/Murray.</p>