Instructor:	Dr. Costanza Rampini
Office Location:	WSQ 111C
Email:	costanza.rampini@sjsu.edu
Office Hours:	Please email me to set up an appointment via Zoom or in-person.
Class Days/Time:	Mondays & Wednesdays 1:30PM - 2:45PM
Classroom:	WSQ 111

ERC Directors: Jen Murphy, Elsie Edmond

ERC Directors' Emails: jennifer.murphy@sjsu.edu , elsie.edmond@sjsu.edu

This course has a Canvas site. Please visit it regularly (i.e., at least three times a week) for materials, instructions, and assignments.

Course Description
Catalog Description - Supervised projects that support the Environmental Resource Center, a source of sustainability information and events for the campus and community; projects help students take personal action toward achieving and sharing approaches to a sustainable lifestyle and developing environmental leadership. This course is Credit/No Credit.

Detailed Description

The ERC and EnvS 181
The Environmental Resource Center (ERC) is a student-run organization, connected to the Department of Environmental Studies and funded by Associated Students and Student Involvement, depending on the projects we do. The 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 and has implemented numerous 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. ERC students also began an urban farm non-profit organization called Veggielution, now a highly successful organization.

To serve the student body and our supporting organizations, we undertake a range of projects each year. The projects are undertaken by students registered for EnvS 181, The ERC, a course that students take for 1, 2 or 3 units of credit. The ERC is run by student directors and supervised by a faculty advisor. In addition to promoting changes to attitudes and behaviors via on campus events, 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 projects and provide volunteer 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. The Faculty Advisor will be at class meetings to help groups move along with their projects. The Faculty Advisor supports the ERC Directors in their duties and is responsible for assigning credit/no credit evaluations to each student.

Course Learning Outcomes (CLO)
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, and work associated with your group.

After completing this course, students will be able to:

1. Communicate to a range of people the definition of sustainability and how individuals can promote sustainability in their everyday lives along with their campuses.
2. Lead a group, collaborate with peers, manage responsibilities in a timely manner, and contribute significantly to completing a sustainability project
3. Initiate actions that promote environmental justice in all sustainability endeavors.

Required Readings: There is no textbook required for this course. Readings will be assigned and available via the class Canvas website.

Health Advisories
The course plan below follows the guidelines for on campus activities outlined in SJSU Adapt Plan for COVID-19. We will follow all relevant campus, county, and state guidelines for keeping students safe and adjust course activities as needed to account for changing public health conditions. Visit the SJSU Health Advisories website regularly to stay current. Students are expected to adhere to all relevant SJSU COVID-19 health and safety protocols and policies

concerning mask wearing, [vaccination verification](), symptom-checking and COVID testing, [case reporting](), and use of campus facilities.

Class Groups
Each student will participate in 2 or 3 of the class groups. Each group will be working on different aspects of the Earth Day event, but some groups may have more work at the beginning of the semester while others will have more work later on. This will allow students to work in multiple groups over the semester. Each group will have an ERC Director Facilitator and an Office of Sustainability (OOS) contact. While each group will have some specific tasks, all groups will also be required to help with logistics on the day of the event itself and other ED-related tasks during the semester (e.g. budget, promotional video). If public health conditions necessitate moving to an online format, students will complete an alternate assignment.

Earth Day Week Calendar: This group will be in charge of creating and disseminating a calendar of events that lists all Earth Day-related events happening at SJSU for Earth Day week. This requires reaching out to various departments and campus groups to find out if they are planning teach-ins or other events, and getting all the info needed to be able to share these events with the larger community and allow them to participate (e.g. time, location/zoom info, etc.)

Earth Day Event Budget: While all the groups will create a sub-budget for their own activities (as relevant or needed), this group will be in charge of putting all the numbers and justifications together and submitting a formal budget request to Associated Students by **March 9th, 2022** and attending a zoom meeting with the A.S. Finance Committee on **April 6th, 2022**.

Earth Day Event Promotion: While all the groups will help create a promotional video for the ED event, this group will ultimately be responsible for editing the video, creating a flyer for the day of the event, and disseminating both to campus organizations and departments.

Volunteer Recruiting: While all EnvS 181 students are expected to participate and help on the day of the ED event, extra volunteers will be needed to ensure the event runs smoothly. This group will be in charge of determining volunteer duties, volunteer shifts, and recruiting volunteers by working with EnvS faculty and other campus organizations. This group will also be in charge of managing the volunteers on the day of the event, and providing them with the needed proofs/confirmation of their volunteer shift.

Sustainable Fashion Show: This group will be in charge of planning and executing a sustainable fashion show, which will be the culminating activity of the ED event. This group will work with other student groups, the Office of Sustainability Clothes Closet, the EnvS department, and other relevant campus departments to plan, execute, and promote the event.

Liaison with Local Environmental Organizations: This group will work closely with the Faculty Advisor to create a list of environmental organizations to invite to participate (i.e. table) at the ED event. This group will also be in charge of greeting the organizations' staff on the day of the event, and providing them with needed materials (e.g. masks + sanitizing gel for each table, parking passes for the day of the event, tables/tents, etc.)

Course Requirements, Grading Information, Project Groups and ERC Expectations

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

1. **Attend and Participate in Class:**

   Class attendance and participation is essential for teams to coordinate, to learn about other team projects, and to advance the goals of the course. Groups will regularly report on their progress during class. Individual participation points are also earned during class time. **Students cannot receive credit if more than 4 class meetings are missed without a valid excuse.** Also, being late to class (tardies) two times will be counted as an absence. **** In person participation is evaluated in each class. ****

   Here is a description of the elements required to receive class participation points:

   A) *Introductory Presentation.* Give us a brief informal self-introduction presentation on the first day of class. Follow the example that one of the directors gives in class.

   B) *In-class participation*. These points will be earned through participating in class discussions, breakout groups, group report-outs and other in-class activities throughout the semester.

   C) *Group Projects.* Each student will participate in 2 or 3 of the class groups. Groups will report out on their activities each class. In addition, groups will give a final powerpoint presentation on the last day of class. The presentation will summarize their collective work, successes and challenges. See Canvas for further instructions. Each student contribution to their group projects will be assessed by the ERC directors, the Faculty Advisor, and the group's Office of Sustainability contact at the end of the semester based on work completed.

   D) *Group e-Portfolio.* This document will be a complete record of the work completed during the semester. Your portfolio not only documents your group's activities and achievements, but should also be designed as a reference to assist future ERC students. Your group's portfolio should include the following:
      i) Portfolio Table of Contents, with a list of all materials in the portfolio;
      ii) Descriptive Summary of your group's work and achievements;
      iii) Action Plan and Recommendations for students next semester to advance the work of your group;
      iv) Personal contacts with titles and a description of their importance to your group's work, an example of this would be partners from your events.
      v) All materials and documents generated by your group's project, including meeting dates and summaries, correspondence, press releases, posters, photos, etc.

2. **Complete Unit Hours:**

   To receive credit, students must work the minimum required hours based on units enrolled. In order to receive credit for your hours, you must

   a) *Fill out your Time-sheet:* Keep track of your ERC hours regularly, to make sure you receive credit.
   https://docs.google.com/spreadsheets/d/1hwkewgWhCV1jqfY1FARGGDJUTveB7Qg5U-6n74A7Jr4/edit#gid=1129902052

b) *Provide Write-ups:* In order to track your work outside class, complete a 250- to 400-word write up every week with photos of you doing the work. You do not need to include photos if an ERC director was present at the event. Write ups should be uploaded on Canvas weekly on Sunday nights. If they are not submitted within a week, those hours will not count or be accepted. Here's a *Write-up Example*: https://docs.google.com/document/d/1GuhEckorNhaEuKLl1rK8hYZNvVBptkPEFa0h9GS8OUg/edit?usp=sharing

N.B.: Update both time-sheets and write-ups every Sunday by midnight.   ***Directors will check them every week.***

Total required hours are based on the number of units you are taking and divided as shown in the table below.

Hours Categories	1 unit = 45 hours total	2 units = 90 hours total	3 units = 135 hours total
Class Hours. Maximum hours earned from class (M/W 1:30PM-2:45PM))	32	32	32
Outside Hours. Hours earned outside of class from Group Work, attending related events (e.g. EnvS 210 seminar, relevant lectures/events, and fieldtrips/tours, etc.) as well as volunteering with outside local orgs (e.g. attending a stream clean up event)	10	46	87
Spartan Food Pantry and SJSU Clothes Closet	2	6	8
Earth Day Event – *Day of*	3	6	8
TOTAL HOURS	45	90	135

Class Hours*. Maximum hours earned from class*. This category is self-explanatory.

Outside Hours*. Hours Earned outside of class doing Independent and Group Work***.** Group meeting hours and hours you spend working on your group projects outside of class count in this category. Write ups are required to document these hours. Hours are also earned through volunteering for or participating in activities identified by the ERC directors, such as volunteering for environmental groups, attending environmental talks and seminars on campus, and completing other activities as identified by the ERC Directors. Finally, you can earn up to 5 hours for going on hikes. **To get credit for your hours, you must record your hours each week in your timesheet and provide a write up. Include travel time for any off-campus event you attend on your timesheet.**

There are a number of volunteer organizations with multiple and recurring events, even during COVID. We recommend you find such a group that you might enjoy volunteering with multiple times over the semester. Be sure to regularly check the listed hours opportunities; as they will be updated by the directors. Here is a short list of groups that often meet throughout the semester:

- Keep Coyote Creek Beautiful
- South Bay Clean Creeks Coalition
- Grassroots Ecology
- San Francisco Bay Bird Observatory
- Our City Forest
- UC Master Gardeners, Santa Clara County
- California Native Garden Foundation
- Santa Clara Open Space Authority

If you find a group that you would like to volunteer for or whose events you would like to attend during the semester, please make sure to get the approval from the Faculty Advisor before volunteering with them or attending their evens.

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. Here are expectations for all ERC members:

- **Take your commitments seriously**. Your group members are relying on you to do your part.
- **Behave in a professional manner.** You are representing the ERC, the Environmental Studies Department, and SJSU, so please act and dress accordingly.
- **Ask questions**. If you have a problem, please ask for help from other ERC students, ERC 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.
- **Show pride in the ERC and be a Positive and Collaborative Group Member.**

University Policies
All university policies are found on the Office of Graduate and Undergraduate Programs' Syllabus Information web page at http://www.sjsu.edu/gup/syllabusinfo/. Be sure to go to this site and familiarize yourself with these policies. They are important to you.

Land Acknowledgement. We acknowledge the land on which SJSU rests as the traditional home of the Puichon Ohlone-speaking people and the present day Muwekma Ohlone Tribe. The Muwekma Ohlone Tribe is composed of all known surviving Native American lineages aboriginal to the San Francisco Bay region who trace their ancestry through the Missions San Jose, Santa Clara, and Dolores and the historic federally recognized Verona Band of Alameda County. In the Muwekma Ohlone language, Cocenyo: Muwekma means "the people." We take this opportunity to thank the original caretakers of this land

Class Schedule
(may be amended with fair notice)

Week	In Class Activities (The Plan for the Class)	Assignments – Listed in Canvas Modules (What You Should Do Before Class)
Week 2	**Mon., Jan. 31** - Introduction to the ERC - ERC Directors Introductions - Student Introductions - Syllabus **Wed., Feb. 2:** - Earth Day (ED) Discussion: Origins & Impact - Group Formation: Each student will sign up to work on 2 or 3 ED groups - Time sheet explanation - ERC Directors assign action items for Wed.	**(W)** Listen to NPR "Force of Nature" (51 min) https://www.npr.org/2021/04/19/988747549/earth-day-1970
Week 3	**Mon., Feb. 7:** Applying for A.S. funding. N.B.: **Complete funding request for Earth Day event must be submitted by March 9th.** **Wed., Feb. 9:** Students work in groups to create a budget and budget explanation for their specific groups' activities (as relevant). Each group must closely follow the guidelines and template in the A.S. Funding Request Form	**(M)** Read A.S. Funding Request Form + Student Organization Resource Guide **(W)** Complete preparatory tasks necessary to be ready to work on your group project during class. + Using the main list, create a list of outside events, seminars, volunteer activities that **you** plan on participating in during the months of February and March.
Week 4	**Mon., Feb. 14:** Continue to work in groups on creating a budget and budget explanation. **Complete funding request for Earth Day event must be submitted by March 9th.**	**(M)** Complete preparatory tasks necessary to be ready to work on your group project during class.

	Wed., Feb. 16: Field trip to Office of Sustainability and Clothes Closet in MOD F (in front of Business Tower Lawn, by ATMs)	(W) Spend 1 hour looking over the Office of Sustainability website to learn about their work: https://www.sjsu.edu/sustainability/ + Read their Fall 2021 newsletter https://mailchi.mp/ab4628d9d923/fall-2021-sustainability-newsletter?e=3cf2fad312 *Don't forget to participate in outside activities to earn hours credit for ERC!*
Week 5	**Mon., Feb. 21:** Creating promotional video for ED event. As a class, we will decide on standards/guidelines for what is needed, e.g. audience, catch phrase, call to participate in event, testimonies from students/staff/faculty, length and formats, visuals, text, hashtag, COVID 19 protocols, CC.… **Wed., Feb. 23:** Work all together and in groups, as needed, on the ED promotional video.	**(M)** Watch Earth Day promotional videos (see Canvas). For each video, write down 1 thing that you like and 1 thing that you dislike. **(W)** Complete preparatory tasks necessary to be ready to work on your group project during class. *Hours Progress Check In--1 unit= 15; 2 units= 30; 3 units= 45*
Week 6	**Mon., Feb. 28:** Sustainable Fashion discussion + Reviewing ED promotional video. **Wed., March 2:** Students work in groups on their assigned tasks and come up with action items for the following week(s) by creating a specific timeline (dates + names of who will do what).	**(M)** Submit promotional ED video on Canvas by 10am + Read Cho 2021 **(W)** Complete preparatory tasks necessary to be ready to work on your group project during class. *Don't forget to participate in outside activities to earn hours credit for ERC!*
Week 7	**Mon., March 7:** Local Environmental Organizations **Wed., March 9:** Group Work	**(M)** Spend 2 hours looking over the websites of local organizations (see Canvas). **(W)** Complete preparatory tasks necessary to be ready to work on your group project during class.
Week 8	**Mon., March 14:** Sustainable Fashion event discussion	**(M)+(W)** Complete preparatory tasks necessary to be ready to work on your group

		project during class.
	Wed., March 16: Group Work	*Don't forget to participate in outside activities to earn hours credit for ERC!*
Week 9	**Mon., March 21:** ERC fundraiser planning **Wed., March 23:** Group Work	**(W)** Complete preparatory tasks necessary to be ready to work on your group project during class. *Hours Progress Check In: 1 unit= 30; 2 units= 60; 3 units= 90*
	March 28-April 1: Spring Break – NO CLASS	
Week 11	**Mon., April 4:** Earth Day Event Prep **Wed., April 6:** Earth Day Event Prep	**(M) + (W)** Complete preparatory tasks necessary to be ready to work on your group project during class. *Don't forget to participate in outside activities to earn hours credit for ERC!*
Week 12	**Mon., April 11:** Earth Day Event Prep **Wed., April 13:** Earth Day Event Prep	**(M) + (W)** Complete preparatory tasks necessary to be ready to work on your group project during class.
Week 13:	**Mon., April 18:** Earth Day Event Prep **Wed., April 20:** **EARTH DAY EVENT**	**(M)** Complete preparatory tasks necessary to be ready to work on your group project during class. **(W) ALL HANDS ON DECK**
Week 14:	**Mon., April 25:** Class canceled, get some much-deserved rest!!! **Wed., April 27: Post Earth Day Check-In and Group Discussion**	 **(W)** Reflect upon successes and challenges that you and your group encountered on 4/20.
Week 15:	**Mon., May 2: Career Center Speaker?** **Wed., May 4: ERC fundraiser event**	**(M)** TBD **(W)** TBD *Don't forget to participate in outside activities to earn hours credit for ERC!*

Week 16:	**Mon., May 9:** Group Work – Final Presentations **Wed., May 11:** Group Work – E-Portfolios	**(M) + (W)** Read over guidelines and gather materials needed to work on your final presentations and e-portfolios in class. *Hours Progress Check In: 1 unit= 45; 2 units= 90; 3 units= 135*
Week 17:	**Mon., May 16th: Last Day! Group Presentations**	**Prepare your group presentations. Submit your slides on Canvas by 1PM.** **Submit Complete Group E-Portfolios to Canvas by 11:59PM.**