Green Campus Internship Program
Syllabus – Fall 2019
Department of Undergraduate Education
1 unit (UNIV 389-13), 2 unit (UNIV 389-14), and 3 unit (UNIV 389-15)

Program Instructor
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Facilities Management and Services (FMS)
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Course Description:
The Green Campus Program works under the direction and advisement of the Campus Sustainability Manager and in collaboration with all campus partners to further our sustainability goals and commitments of working toward climate neutrality by 2030. Green Campus leaders and interns are key catalysts in building a campus community and culture around sustainability through research, peer education, and program and project development and implementation.

Green Campus interns work under the direction of one of five focus area project coordinators where they will gain real world experience in being a sustainability change agent and an opportunity to put creative solutions to work. Interns will work with stakeholders from across the campus to advance our goals.

Hours per semester requirements:  1 unit = 45 hrs | 2 units = 90 hrs | 3 units = 135 hrs

Green Campus Focus Area Descriptions:

● Energy and Water: will work on projects identified by FMS to advance campus energy and water goals
● EcoReps: focuses on first year and on campus students to instill a sustainability mindset early in students’ academic careers
● Green Machine: increases the use of all forms of alternative transportation for our campus including but not limited to bikes, carpooling, car- and ride-sharing, public transit, walking, and skateboarding
● SCOOP: Sustainable Consultations of Office Practices works with faculty and staff to bring sustainable behaviors, technologies, and practices into our campus office spaces
● Greenhouse Gas and STARS Reporting: assists with data collection and interpretation for purposes of reporting our greenhouse gas inventory as well as our STARS report

Within each project focus area, Project Coordinators may be looking for interns with specific skills including, but not limited to: marketing, social media, graphic design, engineering, or communications and public relations. However, all disciplines of study are encouraged to apply for internships.

Student Learning Objectives

● Become familiarized with sustainability efforts on campus, including ancillary units, and in broader Chico community
● Become engaged in a solutions oriented approach to climate neutrality
Use and think critically about current research when implementing solutions and creating outreach materials
Practice organizing the implementing a project, activity or educational campaign from start to finish
Develop productive relationships with peers, faculty, staff, and community members
Develop leadership, written communication, and public speaking skills

**Required Readings**
All interns are required to read the Campus Climate Action Plan as well as the most recent documents from the Campus Sustainability Committee.

- Energy and Water: Campus greenhouse gas inventory
- EcoReps: Spring 2019 Green Book
- SCOOP: audit handbook
- Greenhouse Gas and STARS Reporting: Campus greenhouse gas inventory and STARS report

Copies of all required readings will be provided.

**Course Requirements (1 Unit)**

- Attend an all intern meeting as well as regular program meetings as established by project coordinator
- Specific requirements based on focus option:
  - **Energy and Water**: Assist with data management or research as directed by the project coordinator, Sustainability Manager, and/or Energy Manager
  - **EcoReps**: Create at least one educational display or lead at least one activity in partnership with U Hub, First Year Experience, Freshmen Leadership Opportunity, Summer O, or other organization
  - **Green Machine**: organize and execute at least one promotional event or educational activity for a mode of alternative transportation (Zipcar, B-Line subsidy, bikes, skateboards, carpooling, etc.)
  - **SCOOP**: Assist with at least one office audit or one follow up with a previously audited office
  - **Greenhouse Gas and STARS Reporting**: organize and execute at least one event or educational activity aimed at changing campus culture toward climate neutrality
- Participation in the broader campus sustainability efforts:
  - Attend at least one Campus Sustainability Committee and one Sustainability Affairs Council meeting
  - (8 hrs) Tabling outreach
  - At least 4 class talks (1-5 min each) to promote Green Campus activities
- Write a reflection paper at close of semester to include outline of work completed and key learnings

**Course Requirements (2 Units)**

- All requirements for 1 unit
- Attend at least two Campus Sustainability Committee and two Sustainability Affairs Council meetings
- Write a research paper on topic of choice, 3-5 pages

**Course Requirements (3 Units)**

- All requirements for 2 unit course
- Attend at least one City Sustainability Task Force meeting
- Choose a topic of interest, conduct a study on campus or in the community and write a report of study findings
Grading Matrix

<table>
<thead>
<tr>
<th>Requirement</th>
<th>1 Unit</th>
<th>2 Unit</th>
<th>3 Unit</th>
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</thead>
<tbody>
<tr>
<td>Attend an all intern meeting</td>
<td>10</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Attend regular program meetings</td>
<td>10</td>
<td>5</td>
<td>5</td>
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<tr>
<td>Specific focus option requirements (see above)</td>
<td>50</td>
<td>50</td>
<td>40</td>
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<tr>
<td>Campus Sustainability Committee or SAC</td>
<td>5</td>
<td>5</td>
<td>5</td>
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<tr>
<td>Tabling outreach</td>
<td>10</td>
<td>10</td>
<td>5</td>
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<tr>
<td>Class talks</td>
<td>10</td>
<td>10</td>
<td>5</td>
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<tr>
<td>Reflection paper</td>
<td>5</td>
<td>5</td>
<td>5</td>
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<tr>
<td>Research paper</td>
<td>N/A</td>
<td>10</td>
<td>5</td>
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<tr>
<td>Study and report</td>
<td>N/A</td>
<td>N/A</td>
<td>20</td>
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<tr>
<td>City Sustainability Task Force meeting</td>
<td>N/A</td>
<td>N/A</td>
<td>5</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100</strong></td>
<td><strong>100</strong></td>
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Hour requirements must be met and must earn at least 70 points for passing grade.

University Policies and Campus Resources

Dropping and Adding
You are responsible for understanding the policies and procedures about add/drops, academic renewal, etc., found in the CSU Chico University Catalog. You should be aware of the new deadlines and penalties for adding and dropping classes.

Academic Integrity
Students are expected to be familiar with the University’s Academic Integrity Policy. Your own commitment to learning, as evidenced by your enrollment at California State University, Chico, and the University’s Academic Integrity Policy requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the Office of Student Judicial Affairs. The policy on academic integrity and other resources related to student conduct can be found on the Student Judicial Affairs web site.

IT Support Services
Computer labs for student use are located on the first and fourth floor of the Meriam Library, Room 116 and 450, Tehama Hall Room 131, and the Bell Memorial Union (BMU) basement. You can get help using your computer from IT Support Services; contact them through the ITSS web site. Additional labs may be available to students in your department or college.

Americans with Disabilities Act
If you need course adaptations or accommodations because of a disability or chronic illness, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Please also contact Accessibility Resource Center (ARC) as they are the designated department responsible for approving and coordinating reasonable accommodations and services for students with disabilities. ARC will help you understand your rights and responsibilities under the Americans with Disabilities Act and provide you further assistance with requesting and arranging accommodations.

Accessibility Resource Center
530-898-5959, Student Services Center 170
arcdept@csuchico.edu