



## ENVS 3000 | Environmental Science Internship | Fall 2020

**Coordinator:** Amy Mui ([amy.mui@dal.ca](mailto:amy.mui@dal.ca))  
**Office Hours:** Email for virtual appointment!

### Course Description

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This class is intended to allow students to gain real-world experience while addressing a question of personal and academic interest relevant to the field of environmental science. **Due to the current COVID-19 pandemic, most placements will be completed remotely for this term, with the possibility of in-person work if all local and organizational health and safety guidelines are adhered to.** Students will be asked to reflect on their experience and to submit a final project at the end of the term. Students will work as interns for a total of 72 hours (roughly 6h/week x 12 weeks) on a specific project with a sponsoring agency. The internship is guided and evaluated by a supervisor at the sponsoring agency and an advisor at Dalhousie University.

#### Course Prerequisites

Must have completed 54 credit hours

#### Course Objectives/Learning Outcomes

- To give a student a meaningful opportunity to gain experience in the field of environmental science in a supervised learning context
- To give a student an opportunity to work on a specific project related to the field of environmental science.
- To give a student an opportunity to reflect on practice and to present lessons learned at the end of the term

#### Course Assessment

| Component                    | Weight<br>(% of final grade) | Date   |
|------------------------------|------------------------------|--|
| Internship Participation     | 50%                          | Throughout semester and partly based upon an evaluation by your supervisor |
| Weekly Journals              | 25%                          | Weekly   |
| Final Project / Presentation | 25%                          | TBD  |

#### Course Assessment Details

A weekly journal will be submitted to Brightspace addressing topics provided to help guide your personal reflection on your experience. A final project or presentation will be discussed closer to the end of the term. You will have a choice between submitting a project (poster, story map, short video presentation or other method as discussed with Amy). Additional details on course assessments can be found on Brightspace.

#### Other course requirements

A student must be present (virtually) when needed and complete the work according to a schedule approved by the student and the supervisor. If a student misses 2 or more scheduled workdays she/he

may be asked to withdraw from the course or will automatically be given an F on her/his transcript. A student may work as an intern for this class in either a paid or voluntary capacity. Most placements are voluntary.

**Conversion of numerical grades to Final Letter Grades follows the Dalhousie Common Grade Scale**

|                    |                   |                   |                  |
|--------------------|-------------------|-------------------|------------------|
| <b>A+</b> (90-100) | <b>B+</b> (77-79) | <b>C+</b> (65-69) | <b>D</b> (50-54) |
| <b>A</b> (85-89)   | <b>B</b> (73-76)  | <b>C</b> (60-64)  | <b>F</b> (<50)   |
| <b>A-</b> (80-84)  | <b>B-</b> (70-72) | <b>C-</b> (55-59) |                  |

## Course Policies

**Class culture:** We aim to cultivate a culture of mutual respect, inclusiveness, and collective curiosity. Be courteous of your neighbours, engage in discussion, and speak up if you are struggling (if you're having a great time, speak up as well! ;)

**Late penalties:** Assignments handed in on the due date will be evaluated at 100% of their potential score. Late assignments will be subject to a late penalty of 15% per day (including weekends). Assignments submitted 7 calendar days past the due date will be assigned a zero. Assignments handed in AFTER the work has been returned to the class cannot be marked for credit.

**Missed Exam:**

**Student Declaration of Absence:** The new Student Declaration of Absence (SDA) Form will be used in this course and will replace sick notes for absences of three days or fewer that result in missed or late academic requirements. The form can be accessed through Brightspace or submitted to me via email.

**Submission does not provide automatic exemption from any academic requirements that were missed or late during an absence.** Any alternate coursework arrangements for missed or late academic requirements are at the discretion of the course instructor. **Students must also email the instructor prior to the due date if a deadline is going to be missed.**

**Plagiarism:** Plagiarism and cheating is a serious academic offense and includes the submission or presentation of the work of another as if it were one's own. Failure to acknowledge someone else's words, phrases, ideas, recording, images, code, results, lecture content, term paper, or assignment responses may result in a failing grade or, if very serious, suspension or expulsion from the university. Please visit [https://www.dal.ca/dept/university\\_secretariat/academic-integrity/plagiarism-cheating.html](https://www.dal.ca/dept/university_secretariat/academic-integrity/plagiarism-cheating.html) for more information.

**Student Collaboration:** Given the move to virtual teaching this term, it is encouraged that students work together to provide support, collaboration, and to build lasting friendships. Discussing course content and sharing results is appropriate but providing answers to an individual that has not conducted the work themselves is not. Each student must submit their own work. Copying from another, even small passages of text is strictly discouraged and would fall under the umbrella of plagiarism.

## University Policies and Statements

**This course is governed by the academic rules and regulations set forth in the University Calendar and by Senate**

### **Missed or Late Academic Requirements due to Student Absence**

As per Senate decision instructors may not require medical notes of students who must miss an academic requirement, **including the final exam**, for courses offered during fall or winter 2020-21 (until April 30, 2021). Information on regular policy, including the use of the Student Declaration of Absence can be found here: [https://www.dal.ca/dept/university\\_secretariat/policies/academic/missed-or-late-academic-requirements-due-to-student-absence.html](https://www.dal.ca/dept/university_secretariat/policies/academic/missed-or-late-academic-requirements-due-to-student-absence.html).

### **Academic Integrity**

At Dalhousie University, we are guided in all of our work by the values of academic integrity: honesty, trust, fairness, responsibility and respect (The Center for Academic Integrity, Duke University, 1999). As a student, you are required to demonstrate these values in all of the work you do. The University provides policies and procedures that every member of the university community is required to follow to ensure academic integrity.

**Information:** [https://www.dal.ca/dept/university\\_secretariat/academic-integrity.html](https://www.dal.ca/dept/university_secretariat/academic-integrity.html)

### **Accessibility**

The Advising and Access Services Centre is Dalhousie's centre of expertise for student accessibility and accommodation. The advising team works with students who request accommodation as a result of a disability, religious obligation, or any barrier related to any other characteristic protected under Human Rights legislation (Canada and Nova Scotia).

**Information:** [https://www.dal.ca/campus\\_life/academic-support/accessibility.html](https://www.dal.ca/campus_life/academic-support/accessibility.html)

### **Student Code of Conduct**

Everyone at Dalhousie is expected to treat others with dignity and respect. The Code of Student Conduct allows Dalhousie to take disciplinary action if students don't follow this community expectation. When appropriate, violations of the code can be resolved in a reasonable and informal manner—perhaps through a restorative justice process. If an informal resolution can't be reached, or would be inappropriate, procedures exist for formal dispute resolution.

**Code:** [https://www.dal.ca/dept/university\\_secretariat/policies/student-life/code-of-student-conduct.html](https://www.dal.ca/dept/university_secretariat/policies/student-life/code-of-student-conduct.html)

### **Diversity and Inclusion – Culture of Respect**

Every person at Dalhousie has a right to be respected and safe. We believe inclusiveness is fundamental to education. We stand for equality. Dalhousie is strengthened in our diversity. We are a respectful and inclusive community. We are committed to being a place where everyone feels welcome and supported, which is why our Strategic Direction prioritizes fostering a culture of diversity and inclusiveness

**Statement:** <http://www.dal.ca/cultureofrespect.html>

### **Recognition of Mi'kmaq Territory**

Dalhousie University would like to acknowledge that the University is on Traditional Mi'kmaq Territory. The Elders in Residence program provides students with access to First Nations elders for guidance, counsel and support. Visit or e-mail the Indigenous Student Centre (1321 Edward St) ([elders@dal.ca](mailto:elders@dal.ca)).

**Information:** [https://www.dal.ca/campus\\_life/communities/indigenous.html](https://www.dal.ca/campus_life/communities/indigenous.html)

### **Important Dates in the Academic Year (including add/drop dates)**

[https://www.dal.ca/academics/important\\_dates.html](https://www.dal.ca/academics/important_dates.html)

### **University Grading Practices**

[https://www.dal.ca/dept/university\\_secretariat/policies/academic/grading-practices-policy.html](https://www.dal.ca/dept/university_secretariat/policies/academic/grading-practices-policy.html)

## Student Resources and Support

### Advising

**General Advising** [https://www.dal.ca/campus\\_life/academic-support/advising.html](https://www.dal.ca/campus_life/academic-support/advising.html)

**Science Program Advisors:** <https://www.dal.ca/faculty/science/current-students/academic-advising.html>

**Indigenous Student Centre:** [https://www.dal.ca/campus\\_life/communities/indigenous.html](https://www.dal.ca/campus_life/communities/indigenous.html)

**Black Students Advising Centre:** [https://www.dal.ca/campus\\_life/communities/black-student-advising.html](https://www.dal.ca/campus_life/communities/black-student-advising.html)

**International Centre:** [https://www.dal.ca/campus\\_life/international-centre/current-students.html](https://www.dal.ca/campus_life/international-centre/current-students.html)

### Academic supports

**Library:** <https://libraries.dal.ca/>

**Writing Centre:** [https://www.dal.ca/campus\\_life/academic-support/writing-and-study-skills.html](https://www.dal.ca/campus_life/academic-support/writing-and-study-skills.html)

**Studying for Success:** [https://www.dal.ca/campus\\_life/academic-support/study-skills-and-tutoring.html](https://www.dal.ca/campus_life/academic-support/study-skills-and-tutoring.html)

**Copyright Office:** <https://libraries.dal.ca/services/copyright-office.html>

**Fair Dealing Guidelines** <https://libraries.dal.ca/services/copyright-office/fair-dealing.html>

### Other supports and services

**Student Health & Wellness Centre:** [https://www.dal.ca/campus\\_life/health-and-wellness/services-support/student-health-and-wellness.html](https://www.dal.ca/campus_life/health-and-wellness/services-support/student-health-and-wellness.html)

**Student Advocacy:** <https://dsu.ca/dsas>

**Ombudsperson:** [https://www.dal.ca/campus\\_life/safety-respect/student-rights-and-responsibilities/where-to-get-help/ombudsperson.html](https://www.dal.ca/campus_life/safety-respect/student-rights-and-responsibilities/where-to-get-help/ombudsperson.html)

### Safety

**Biosafety:** <https://www.dal.ca/dept/safety/programs-services/biosafety.html>

**Chemical Safety:** <https://www.dal.ca/dept/safety/programs-services/chemical-safety.html>

**Radiation Safety:** <https://www.dal.ca/dept/safety/programs-services/radiation-safety.html>

**Scent-Free Program:** <https://www.dal.ca/dept/safety/programs-services/occupational-safety/scent-free.html>

### SERVICES AVAILABLE TO STUDENTS

The following campus services are available to help students develop skills in library research, scientific writing, and effective study habits. The services are available to all Dalhousie students and, unless noted otherwise, are free.

| Service                          | Support Provided  | Location  | Contact  |
|----------------------------------|---|---|--|
| <b>General Academic Advising</b> | Help with <ul style="list-style-type: none"><li>- understanding degree requirements and academic regulations</li><li>- choosing your major</li><li>- achieving your educational or career goals</li></ul> | <b>Killam Library</b><br><b>Ground floor</b><br>Rm G28<br><b><i>Bissett Centre for Academic Success</i></b> | In person: Killam Library Rm G28<br>By appointment: <ul style="list-style-type: none"><li>- e-mail: <a href="mailto:advising@dal.ca">advising@dal.ca</a></li><li>- Phone: (902) 494-3077</li><li>- Book online through MyDal</li></ul> |

|                                   |  |  |   |
|-----------------------------------|--|--|---|
|                                   | - dealing with academic or other difficulties  |  |   |
| <b>Dalhousie Libraries</b>        | Help to find books and articles for assignments<br>Help with citing sources in the text of your paper and preparation of bibliography  | <b>Killam Library Ground floor</b><br><br>Librarian offices  | In person: Service Point (Ground floor)<br>By appointment:<br>Identify your subject librarian (URL below) and contact by email or phone to arrange a time:<br><a href="http://dal.beta.libguides.com/sb.php?subject_id=34328">http://dal.beta.libguides.com/sb.php?subject_id=34328</a>   |
| <b>Studying for Success (SFS)</b> | Help to develop essential study skills through small group workshops or one-on-one coaching sessions<br>Match to a tutor for help in course-specific content (for a reasonable fee)  | <b>Killam Library 3<sup>rd</sup> floor</b><br><br>Coordinator<br>Rm 3104<br><br>Study Coaches<br>Rm 3103 | To make an appointment:<br>- Visit main office (Killam Library main floor, Rm G28)<br>- Call (902) 494-3077<br>- email Coordinator at: <a href="mailto:sfs@dal.ca">sfs@dal.ca</a> or<br>- Simply drop in to see us during posted office hours<br><b>All information can be found on our website: <a href="http://www.dal.ca/sfs">www.dal.ca/sfs</a></b> |
| <b>Writing Centre</b>             | Meet with coach/tutor to discuss writing assignments (e.g., lab report, research paper, thesis, poster)<br>- Learn to integrate source material into your own work appropriately<br>- Learn about disciplinary writing from a peer or staff member in your field | <b>Killam Library Ground floor</b><br>Learning Commons & Rm G25  | To make an appointment:<br>- Visit the Centre (Rm G25) and book an appointment<br>- Call (902) 494-1963<br>- email <a href="mailto:writingcentre@dal.ca">writingcentre@dal.ca</a><br>- Book online through MyDal<br>We are open six days a week<br><b>See our website: <a href="http://writingcentre.dal.ca">writingcentre.dal.ca</a></b>               |