



ENVS 3000 | Environmental Science Internship | Winter 2020

Instructor: Amy Mui (amy.mui@dal.ca)
Office: LSC Room 813
Office Hours: Open door policy or email for appointment

Course Description

This class is intended to allow students to gain hands-on experience while addressing a question of personal and academic interest relevant to the field of environmental science. Students will also be asked to reflect on practice and to present lessons learned at the end of the term. Students will work as interns for 12 weeks (minimum 6 hours per week) on a specific project at 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 (% of final grade)	Date
Internship Participation	50%	Throughout semester
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 (may include a poster or video option) or presenting a short Pecha Kucha style presentation at the end of term. Additional details on course assessments can be found on Brightspace.

Other course requirements

A student must be present at the internship workplace at a minimum of once every two weeks. If a student misses 2 or more scheduled workdays she/he will 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

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

COURSE POLICIES

Procedures Before the Internship Semester

- Initial Contact
 - The student must contact the Environmental Science Internship Coordinator with their interest in enrolling in ENVS 3000.03 **at least 6 weeks before the term** in which she/he wishes to commence a placement
 - The student and Environmental Science Internship Coordinator will then meet (in person or electronically) to determine the student's eligibility for the course and internship interests
- Determination of Placement
 - In the case where a student has an internship placement in mind, the Environmental Science Internship Coordinator will review the potential placement with the student in order to determine the appropriateness of the placement.
 - In the case where a student does not have a specific internship placement in mind, the Environmental Science Internship Coordinator will put the student in touch with a potential sponsoring agency based on his/her interests.
- Establishing Details of Internship
 - The student works with the potential sponsoring agency and the Environmental Science Internship Coordinator to determine (a) the nature of the internship, and (b) the most appropriate supervisor at the agency
 - The student takes the responsibility for completing and getting the appropriate signatures for the Environmental Science Internship (see form below)

Procedure During the Internship Semester

- The student will submit the signed Environmental Science Internship contract form (see below) within 2 weeks of the beginning of the semester.
 - The student will work as an intern for 12 weeks (at a minimum of 6 hours per week) on a specific project within your sponsoring agency.
 - The student will submit weekly journal entries to the Environmental Science Internship Coordinator through Brightspace
 - The student will complete all assignments related to the course within a reasonable time (as determined by the Environmental Science Internship Coordinator and the student)
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ACCOMMODATION POLICY FOR STUDENTS

Students may request accommodation as a result of barriers related to disability, religious obligation, or any characteristic protected under Canadian Human Rights legislation. The full text of Dalhousie's Student Accommodation Policy can be accessed here:

http://www.dal.ca/dept/university_secretariat/policies/academic/student-accommodation-policy-wef-sep--1--2014.html

Students who require accommodation for classroom participation or the writing of tests and exams should make their request to the **Advising and Access Services Centre (AASC)** prior to or at the outset of the regular academic year. More information and the ***Request for Accommodation*** form are available at www.dal.ca/access.

ACADEMIC INTEGRITY

Academic integrity, with its embodied values, is seen as a foundation of Dalhousie University. It is the responsibility of all students to be familiar with behaviours and practices associated with academic integrity. Instructors are required to forward any suspected cases of plagiarism or other forms of academic cheating to the Academic Integrity Officer for their Faculty.

The Academic Integrity website (<http://academicintegrity.dal.ca>) provides students and faculty with information on plagiarism and other forms of academic dishonesty, and has resources to help students succeed honestly. The full text of Dalhousie's ***Policy on Intellectual Honesty*** and ***Faculty Discipline Procedures*** is available here:

http://www.dal.ca/dept/university_secretariat/academic-integrity/academic-policies.html

STUDENT CODE OF CONDUCT

Dalhousie University has a student code of conduct, and it is expected that students will adhere to the code during their participation in lectures and other activities associated with this course. In general:

"The University treats students as adults free to organize their own personal lives, behaviour and associations subject only to the law, and to University regulations that are necessary to protect

- the integrity and proper functioning of the academic and non – academic programs and activities of the University or its faculties, schools or departments;
- the peaceful and safe enjoyment of University facilities by other members of the University and the public;
- the freedom of members of the University to participate reasonably in the programs of the University and in activities on the University's premises;
- the property of the University or its members."

The full text of the code can be found here:

http://www.dal.ca/dept/university_secretariat/policies/student-life/code-of-student-conduct.html

COPYRIGHT

All members of the Dalhousie community are expected to comply with their obligations under Canadian copyright law. Dalhousie copyright policies and guidelines, including our Fair Dealing Guidelines, are available at <http://www.dal.ca/dept/copyrightoffice.html>. Copyright questions should be directed to the Copyright Office at copyright.office@dal.ca.

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
General Academic Advising	Help with <ul style="list-style-type: none"> - understanding degree requirements and academic regulations - choosing your major - achieving your educational or career goals - dealing with academic or other difficulties 	Killam Library Ground floor Rm G28 <i>Bissett Centre for Academic Success</i>	In person: Killam Library Rm G28 By appointment: <ul style="list-style-type: none"> - e-mail: advising@dal.ca - Phone: (902) 494-3077 - Book online through MyDal
Dalhousie Libraries	Help to find books and articles for assignments Help with citing sources in the text of your paper and preparation of bibliography	Killam Library Ground floor Librarian offices	In person: Service Point (Ground floor) By appointment: Identify your subject librarian (URL below) and contact by email or phone to arrange a time: http://dal.beta.libguides.com/sb.php?subject_id=34328
Studying for Success (SFS)	Help to develop essential study skills through small group workshops or one-on-one coaching sessions Match to a tutor for help in course-specific content (for a reasonable fee)	Killam Library 3rd floor Coordinator Rm 3104 Study Coaches Rm 3103	To make an appointment: <ul style="list-style-type: none"> - Visit main office (Killam Library main floor, Rm G28) - Call (902) 494-3077 - email Coordinator at: sfs@dal.ca or - Simply drop in to see us during posted office hours All information can be found on our website: www.dal.ca/sfs
Writing Centre	Meet with coach/tutor to discuss writing assignments (e.g., lab report, research paper, thesis, poster) <ul style="list-style-type: none"> - Learn to integrate source material into your own work appropriately - Learn about disciplinary writing from a peer or staff member in your field 	Killam Library Ground floor Learning Commons & Rm G25	To make an appointment: <ul style="list-style-type: none"> - Visit the Centre (Rm G25) and book an appointment - Call (902) 494-1963 - email writingcentre@dal.ca - Book online through MyDal We are open six days a week See our website: writingcentre.dal.ca