

## **Applied Projects in Sustainability**

UEP 246

Fall Semester 2019

Course Description: This course will give students applied project management experience in sustainability and urban climate resilience. Students will work on projects with partner organizations in Los Angeles addressing issues such as organic waste management, food recovery, urban forestry, food supply chains, ecological restoration and more. This course will engage students in the larger movement for sustainability in Los Angeles as well as on campus. Note: this course will require students to travel independently off-campus.

### Learning Objectives:

- Get real life experience in a Los Angeles non-profit environment
- Understand how small, grass-roots organizations are tackling sustainability and other big issues
- Gain project management skills
- Create connections between campus and community

### Expectations:

- Each student will commit 4-6 hours of volunteer service learning each week to assigned host organization from September 5th to December 5th of 2019. Hours per week will vary based on class time, other assignments for the course and academic breaks (Fall Break and Thanksgiving Break).
- Students are expected to maintain a regular work schedule with their host organization, with most of their work occurring “on-site.”
- Students will develop a workplan detailing their service learning activities, goals, learning objectives, and schedule, to be approved by their host organization point person and professor. Any changes to their workplan must be approved by host organization and professor.
- Students are expected to communicate any scheduling changes or conflicts to their host organization point person with as much advance notice as possible and using the preferred means of communication of their point person (phone, text, email, etc.)
- Comply with any other volunteer requirements of their host organization (liability waivers, forms, commitments, professional conduct requirements, dress code, TB tests, etc.)
- Written assignments:
  - Workplan
  - Weekly progress reports
  - Class presentation
  - Final report/reflection

## Semester Schedule

Class Date	Activities	Assignments (due by following class unless otherwise specified)	Outside of class time
August 29	Introduction to organizations, introduction to non-profits, how to write a professional email.	<p>1. Send organization preferences and schedule to Prof. Bomba. <b>Due: Sept 2 by midnight</b></p> <p><b><u>You will receive your organization assignment by Tuesday Sept 3 at midnight.</u></b></p> <p>2. Reach out to your host organization to schedule a visit. CC Prof. Bomba</p> <p>3. Complete any legal requirements for your host organization.</p> <p>4. Complete assignment in Moodle on your organization's Mission, Vision, Values</p>	~3
September 5	Intro to project management, how to make a workplan,	<p>1. Visit your host organization site and discuss your plan for the semester.</p> <p>2. Make first draft of workplan.</p>	4
September 12	Review workplans in class.	<p>1. Finalize workplans.</p> <p>2. Make second visit to site.</p>	4
September 19	Share finalized workplans in class.	Begin your service learning!	5-6
September 26	Report back on first week	Weekly progress report	5-6
October 3- November 14 (class as needed)	Weekly work per your workplan.	Weekly progress report.	5-6
November 21 (last day of actual class)	Class presentations	Make a plan for your last week of your project: how to say goodbye?	4

Week of December 2	Complete your service learning: final week of work	Write final report of your experience, your accomplishments. <b>Due Dec 10 at midnight</b>	6
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