

**Course Syllabus & Summer 2017 Schedule**  
**OLS 42300 –Section #10533**  
**GO GREEN Germany Study Abroad**  
**“Greening Organizations: Global Responsibility for Environmental and Economic Necessity”**

**12 Weeks – May 9 - August 7, 2017**

---

*This is a Study Abroad course. This class will meet four full days at IUPUI on April 8 and 22 and May 6 and July 1. The class will meet a week in Mannheim, Germany, May 28 through June 4. All classes are mandatory. Students should regularly check Canvas for messages and record the due dates for assignments on their calendars to be successful in this class. This is an IUPUI- RISE course.*

---

### **Course Description**

This is a multidisciplinary course emphasizing sustainability, globalization and German culture. This course will look at sustainability in Germany in areas of design, manufacturing, energy, technology, and leadership processes implemented and maintained in industries, businesses, and municipalities for the purpose of being environmentally responsible, energy efficient, cost effective, and socially responsible.

### **Course Dates:**

IUPUI class dates are as follows

- Saturday – April 8 (9:00 am -5:00 pm)
- Saturday- April 22 (9:00 am -5:00 pm)
- Saturday – May 6 (9:00 am – 5:00 pm)
- Industry visits in Indianapolis will be announced when planned.

Mannheim, Germany Class meets (8 days)

- Sunday – May 28th through Sunday - June 4<sup>th</sup> (schedule will be forthcoming)

IUPUI class meeting (9:00- 5:00pm)

- Saturday - July 1<sup>st</sup> – major wrap up discussion from our Germany experiences

### **Required Textbook:**

Please note: All of three books must be read before we go to Germany by May 28, 2017.

- *The essential guide to customs & culture: Culture Smart! Germany.* Barry Tomalin. Kuperard Publishing Company. ISBN 978-1-85733-306-0.
- *Go Green: How to Build an Earth-Friendly Community,* Nancy H. Taylor. GibbsSmith Publisher. ISBN 13:978-1-4236-0387-0.
- *Business Lessons from a Radical Industrialist.* by Ray C. Anderson. St. Martin’s Griffin, New York, NY. ISBN 978-0-312-54455-3

**Prerequisites:** Prior approval through IUPUI International Programs Office and Professor Fox needed to sign up for course. All forms must be completed through IUPUI International Programs Office.

**Department Contact Information:**

Technology Leadership and Communication (TLC)  
799 W. Michigan St., ET 331/324, Indianapolis, IN 46202  
Website: <http://engr.iupui.edu/departments/tlc/>  
Email: [tlcgroup@iupui.edu](mailto:tlcgroup@iupui.edu)  
Main Desk Phone: 317.278.1313

**Instructor Contact Information:**

Lead Instructor: Professor Pat Fox  
Email: [psfox@iupui.edu](mailto:psfox@iupui.edu)  
Phone: 317-274-0807  
Cell Phone: 317 730-3200  
Campus Office: ET 324J  
Regular Office Hours: Email or call for appointment

Instructor: Dr. Charles McIntyre  
Email: [chintry@iupui.edu](mailto:chintry@iupui.edu)  
Phone: 317-278-4970  
Campus Office: ET 201G

**Course Communication:**

Please email Professor Fox via Canvas or contact her by cell phone at reasonable hours.

**Student Learning Outcomes:**

Upon completion of this class students will be able to:

1. Acquire knowledge of issues in sustainability (interdisciplinary area) as it relate to business and industry internationally and nationally;
2. Acquire some knowledge and appreciation of German culture and some language skills;
3. Utilize, analyze and synthesize sustainable knowledge from course to apply in life upon return to U.S.
4. Understand and analyze the interconnectivity of global concerns.

IUPUI Principles of Undergraduate Learning and Course Learning Objectives/Tasks

Student Learning Outcomes

| Student Learning Outcome   | IUPUI Principle(s) of Undergraduate Learning   | Statewide Competency Domain and Learning Outcome  | Mechanism for Assessing Student Learning to Determine that Outcome Has Been Achieved*  |
|--|--|---|--|
| <p>Acquire knowledge of issues in sustainability (interdisciplinary area) as it relate to business and industry internationally and nationally</p> | <p><b>PUL 3: Integration and Application of Knowledge</b></p> <p>The ability of students to use information and concepts from studies in multiple disciplines in their intellectual, professional, and community lives.</p> <p><b>[Outcomes:]</b><br/>Integration and application of knowledge are demonstrated by the student's ability to</p> <ol style="list-style-type: none"> <li>enhance their personal lives;</li> <li>meet professional standards and competencies;</li> <li>further the goals of society; and</li> <li>work across traditional course and disciplinary boundaries.</li> </ol> | <p>5.1 Demonstrate knowledge of major concepts, theoretical perspectives, empirical patterns, or historical contexts within a given social or behavioral domain.</p> <p>5.2 Identify the strengths and weaknesses of contending explanations or interpretations for social, behavioral, or historical phenomena.</p> <p>5.3 Demonstrate basic literacy in social, behavioral, or historical research methods and analyses</p> | <ul style="list-style-type: none"> <li>• Read case study of sustainable practices in business and industry in U.S. –Interface Carpet Co.</li> <li>• Read books and articles assigned about sustainability. Discuss in class.</li> <li>• Visit industries and listen to lectures in Germany or France- see first hand examples of sustainable practices in industry.</li> <li>• Students contribute with asking pointed questions at specific businesses and industries visited in Germany and France and participate in discussions.</li> <li>• Analyze, integrate and synthesize material from the books assigned, relating that material to what is learned at the businesses and industries visited.</li> <li>• Journal</li> <li>• Final paper</li> </ul> |

|   |   |  |   |
|---|---|--|---|
| <p>Acquire some knowledge and appreciation of German culture and some language skills.</p>                        | <p>PUL #5<br/><b>Understanding Society and Culture</b></p> <p>The ability of students to recognize their own cultural traditions and to understand and appreciate the diversity of the human experience.</p> <p>Understanding society and culture is demonstrated by the student's ability to</p> <p>a. compare and contrast the range of diversity and universality in human history, societies, and ways of life;</p> <p>c. operate with civility in a complex world.</p> | <p>5.4 Evaluate evidence supporting conclusions about the behavior of individuals, groups, institutions, or organizations.</p> <p>5.5 Recognize the extent and impact of diversity among individuals, cultures, or societies in contemporary or historical contexts.</p> | <ul style="list-style-type: none"> <li>• Read culture book on Germany or France.</li> <li>• Journal</li> <li>• Compare and contrast cultures in Germany or France with the U.S. in culture video</li> </ul>           |
| <p>Utilize, analyze and synthesize sustainable knowledge from course to apply in the life upon return to U.S.</p> | <p>PUL #3 <b>Integration and Application of Knowledge</b></p> <p>Integration and application of knowledge are demonstrated by the student's ability to</p> <p>a. enhance their personal lives;</p>  | <p>5.6 Identify examples of how social, behavioral, or historical knowledge informs and can shape personal, ethical, civic, or global decisions and responsibilities.</p>  | <ul style="list-style-type: none"> <li>• Address question on final paper</li> </ul>   |
| <p>Understand and analyze the interconnectivity of global concerns.</p>   | <p>PUL #5<br/><b>Understanding Society and Culture</b></p> <p>The ability of students to recognize their own cultural traditions and to understand and appreciate the diversity of the human experience.</p>  | <p>5.6 Identify examples of how social, behavioral, or historical knowledge informs and can shape personal, ethical, civic, or global decisions and responsibilities.</p>  | <ul style="list-style-type: none"> <li>• Behave appropriately while overseas in Germany or France- represent the university.</li> <li>• Journal</li> <li>• Final paper- address question of globalization.</li> </ul> |

|  |   |  |  |
|--|---|--|--|
|  | <p>Understanding society and culture is demonstrated by the student's ability to</p> <p>b. analyze and understand the interconnectedness of global and local communities;</p> |  |  |
|--|---|--|--|

**Grades:** Letter grades will be assigned in accordance with the following scale:

|                 |
|-----------------|
| 100% to 90% = A |
| 89% to 80% = B  |
| 79% to 70% = C  |
| 69% to 60% = D  |
| 59% or less = F |

**Assessment of Learning:**

| Components                     | Value             |
|--------------------------------|-------------------|
| Industry questions and journal | 50 points         |
| Attendance and Behavior        | 150 points        |
| Short Cultural Video           | 150 points        |
| GO GREEN Course Paper          | 150 points        |
| <b>TOTAL</b>                   | <b>500 points</b> |

**EXPLANATION OF ASSIGNMENTS:**

**Questions for Site Visits and Journal - Due Date May 27, 2017**– Each student must use a journal for note taking. Each student is responsible for researching each of the companies or places that we visit in Germany prior to meeting May 27, 2017. Prepare at least 2-3 questions for each company or place. These questions should be well thought out relating to the company's sustainable products and/or processes. These questions should be written in your journals by May 27, 2017 and a list of questions for all visits should be submitted to the Assignment section. Use the texts for the course and visit company websites for assistance in developing your questions. Submit your questions in Assignment section in Canvas by May 27, 2017.

**Attendance and Behavior**– Your attendance and behavior while in Germany will be graded, especially at site visits. Your grade will drop a letter grade if you miss one class. (Students who have to view taped sessions will be required to turn in extra work related to the sessions.)

**Short Cultural Video - Due Date July 9, 2017**– Students should bring a journal notebook to class and to Germany to capture important lessons learned from the various site visits in Germany and to note cultural differences and similarities in work and everyday life during the trip.

For this assignment, prepare a 4-5-minute video in which you describe, document, and reflect on your reactions to the German aspects of behavior, attitudes, and customs, as well as the similarities and differences in the lives of citizens of Germany and US. In addition, your participation in the GO GREEN program and how you expect it will affect your future career.

**GO GREEN Course Paper - Due Date July 9, 2017**– This written assignment requires you to do an in-depth analysis of at least two (2) industries or places we visit in Germany. (This list will be distributed later.) You will need to collect and analyze information about the company’s mission, products, customer base, etc., including their views and actual sustainable practices and processes. Then find a similar U.S. industry and discuss some similarities and differences, especially when it comes to sustainable practices.

Your paper should be broken into at least three parts. The first part should be an introduction to the subject of sustainability and globalization. How does globalization play into sustainability? Why is it important to address sustainability globally? The next two sections should contain information about the German company, industry, municipality and the similar company, industry, or municipality in U.S, especially looking at the sustainable issues, similarities and differences. Your final section should integrate your learning from the site visits and the course readings, and should address the following: how the readings, lectures, etc., related to your understanding of the subject (sustainability); how the site visits related to your understanding of the subject; and how your role as a customer, citizen, or manager today, tomorrow or in the near future will effect decision-making in companies, communities, countries, and globally because of your experiences in this class. The GO GREEN course paper should be at least eight pages, double-spaced, with at least 3 citations and references using APA style. See Purdue Owl website for information on APA citations/references. Appendices may be added if needed.

This paper should be submitted to the Assignment section of Canvas.

**Meeting Place in Germany-** The class will meet for the first meeting in Mannheim, Germany on Sunday, May 28, 2017 at 5:30 pm at the Leonardo Hotel City Center, Mannheim, Germany address N6 for orientation and welcome dinner.

#### Assignment Schedule Due Dates

| Assignment                     | Due Date     |
|--------------------------------|--------------|
| Industry questions and journal | May 27, 2017 |
| Cultural Video                 | July 9, 2017 |
| GO GREEN Course Paper          | July 9, 2017 |

---

---

#### OTHER IMPORTANT STUDENT AND COURSE INFORMATION:

**Safety Information for Overseas:** Contact Professor Fox for any illness or emergency situation. An emergency phone number will be given to each student prior to departure. The class will be using “Whats

App” in Germany to keep in touch and for some communication.

**Expectations of Students:** (Source [http://registrar.iupui.edu/resources\\_students.html](http://registrar.iupui.edu/resources_students.html))

- Students must read all course materials, including the syllabus, schedule, and descriptions grading and evaluation systems to be used in the course.
- Students are responsible for class attendance and completion of assignments on time.
- Students should be prepared for and participate in classroom activities. In that context, students have the right to raise issues relevant to classroom discussion, to offer reasonable doubts about data presented, and to express alternative opinions to those being discussed without concern for academic penalty.
- Students must refrain from all academic misconduct and avoid situations giving the appearance of misconduct.

### **Code of Student Rights, Responsibilities, and Conduct**

Indiana University and IUPUI recognize that all students have basic rights and freedoms afforded to them as citizens and members of the university community. Those rights are outlined in [Part I: Student Rights of the Code of Student Rights, Responsibilities, and Conduct](#).

Students are expected to uphold the educational mission of the university and respect the rights and freedoms of others through behaviors that are consistent with the provisions outlined in [Part II: Student Responsibilities of the Code of Student Rights, Responsibilities, and Conduct](#). Students are expected to read, know, and understand these responsibilities. The Office of Student Conduct interprets these provisions and administers the disciplinary process which upholds the Code. Student Conduct staff are available for consultation on an individual basis for any person who has questions about student responsibilities. Please contact the IUPUI [Student Advocate](#).

### **Title IX Information**

Sexual misconduct - “IU does not tolerate acts of sexual misconduct, including sexual harassment and all forms of sexual violence. If you have experienced sexual misconduct, or know someone who has, the University can help. It is important to know that federal regulations and University policy require faculty to promptly report complaints of potential sexual misconduct known to them to their campus Deputy Title IX Coordinator(s) to ensure that appropriate measures are taken and resources are made available. The University will work with you to protect your privacy by sharing information with only those that need to know to ensure the University can respond and assist. If you are seeking help and would like to speak to someone confidentially, you can make an appointment with a Mental Health Counselor on campus (contact information at <http://stopsexualviolence.iu.edu/help/iupui/counseling.html>). Find more information about sexual violence, including campus and community resources at <http://stopsexualviolence.iu.edu/help/iupui/index.html>.”

### **Department Policies and Procedures**

It is not the policy of the Department (TLC) to grant special accommodations for students who miss class, submit late work, or do not fully participate in course requirements without timely communication to the instructor and a documentable justification (medical, military, or variables outside the student’s control).

*Students should contact their instructor as quickly as possible if life events interfere with their academic performance or their ability to participate in class meetings or assignments. TLC faculty and staff can*

connect students to campus resources, facilitate course withdraws, or provide academic support if we are aware of problems or issues early in the semester. Policies on late or missing assignments, attendance, or other activities will vary by section. [See Part II of the Code of Student Rights, Responsibilities, and Conduct](#) for details.

**Classroom Etiquette:** Please be in class on time and remain for the entire period. It is disruptive to the class when students enter late and/or leave early. Please turn off/silence all portable electronic devices while in class. Also, please be respectful to those facilitating discussions - avoid sidebar/private conversations. Students who chose to use a cell phone, pager, iPod, or other personal electronic device during class should leave the room quietly. In online classes, please use appropriate turn-taking and web tools to engage in class discussions. Find a quiet space in your home or work areas such that background movements and noise do not distract the class.

**E-mail Policy:** Indiana University considers e-mail an appropriate mechanism for official communication with IUPUI students unless otherwise prohibited by law. The University reserves the right to send official communications to students by e-mail with the full expectation that students will receive e-mail and read these e-mails in a timely fashion. If you prefer to use your personal e-mail provider (AOL, Yahoo, Gmail, for example), forward your IUPUI address to that address so that you don't miss important, official University mailings.

**Check the Canvas Announcement area and your IUPUI email regularly for reminders, campus communication, and other course information related to class meetings or assignments.**

To view all campus email through a preferred email account, please click on the link below to set your all IUPUI email accounts to forward to the account you check on a daily basis. <http://uits.iu.edu/page/berh>

### **Campus Policies and Procedures**

The IUPUI Office of the Registrar provides details relating to campus-level policies as well as deadlines for withdrawal from this and all courses. Students are responsible for reading and understanding the academic calendar, the Code of Student Conduct, and other campus/school-level policies and procedures. Please review all other official campus information, academic dates, and other important information at the following link: <http://registrar.iupui.edu/>

**Bulletin:** The IUPUI Bulletin includes a list of degree requirements, school graduation requirements, and information related to other programs across the campus. This electronic document is updated each fall: <http://bulletin.iupui.edu/>

**Emergency Alerts:** IU uses a variety of methods to provide emergency and safety information. Collectively, these capabilities are called "IU-Notify." Register for IU-Notify so you receive alerts by going here: <https://protect.iu.edu/emergency/iunotify>

**Weather or Emergency Cancellation:** School closings or weather-related cancellations will be announced on television and radio. Call (317) 278-1600 for the latest open or closed status for campus or visit <http://protect.iu.edu/emergency>. Fully online courses will still meet during weather alerts, please check course announcements for additional changes.

**Administrative Withdrawal:** A basic requirement of this course includes participation in class and conscientious completion of all activities and assignments. Students who miss more than half of the course meetings and/or do not submit required work during the first 25% of the course length will be

Administratively Withdrawn via during the Performance Evaluation Period. Administrative withdrawal may have academic, financial, and financial aid implications. Administrative withdrawal will take place after the full refund period for this course; and, if you are administratively withdrawn from the course you will not be eligible for a tuition refund. If you have questions about the administrative withdrawal policy at any point during the semester, please contact me. <http://registrar.iupui.edu/withdrawal-policy.html>

### ***Withdrawal***

If you are unable to complete the course, you must officially withdraw with the Registrar's Office, following the timetable and procedures of the University (find the current academic calendar by going to the Registrar's home page). If you do not withdraw and do not complete the required course work, you will receive an "F" for the semester. Students admitted to University College or the School of Engineering and Technology are permitted one 3.0 credit hour withdraw per semester.

Note: Failing to participate in class is not considered withdrawal from the class. Do NOT simply stop participating. If you have problems with the course or personal problems preventing you from participating in class, talk to your instructor(s) or advisor about how to officially withdraw.

***Plagiarism:*** Please note that all students are expected to complete his/her work. IUPUI Faculty/Student Handbooks note that "honesty requires that any ideas or materials taken from another source for either written or oral use must be fully acknowledged. Offering the work of someone else, as one's own, is plagiarism. The language or ideas thus taken from another may range from isolated formulas, sentences, or paragraphs to entire articles copied from books, periodicals, speeches, or the writings of other students. The offering of materials assembled or collected by others in the form of projects or collections without acknowledgement also is considered plagiarism. Any student who fails to give credit for ideas or materials taken from another source is guilty of plagiarism" (2014). Students must give credit for information and ideas from other source. The official style guide for Engineering and Technology is [APA Style](#) (If a specific course requires format/style guidelines other than APA, this information will be provided in the assignment instructions.)

IU, Purdue, and IUPUI policy dictate that we investigate any suspicion of cheating or plagiarism. OLS policy is an automatic **F** for any assignment where the author has cheated and/or plagiarized material – with no opportunity for a re-write. We must also report the incident to the Dean's Office. More information about plagiarism can be found at <http://life.iupui.edu/conduct/procedures>

***Incomplete Grades:*** "The grade of Incomplete used on the final grade report indicates that a substantial portion of the course work has been satisfactorily but not entirely completed as of the end of the semester. The grade of Incomplete may be given only when the completed portion of the student's work in the course is of passing quality. Should the faculty member agree to assign a grade of Incomplete, he or she also has the right to set a specific date (up to one year) by which all unfinished work must be completed. Upon submission of the completed work, the faculty member files a Removal of Incomplete form with the Office of the Registrar.

Please note that by agreeing to assign a grade of Incomplete (I), the instructor is not required to give the student a year to finish the work. The instructor has the right to set a shorter-term deadline as deemed appropriate. If the student has not satisfactorily completed the work by the deadline established by the instructor, the instructor should send a Removal of Incomplete form to the Office of the Registrar with the appropriate grade on the completed work. If the work has not been completed and a grade assigned within a year from the end of the semester in which the Incomplete was awarded, the Office of the Registrar will automatically change the grade to an F."

For additional information, please view the origin of the text above in the IUPUI Bulletin or the Registrar's website: <http://registrar.iupui.edu/registration-guide/incomplete-grades.htm>

**No Class Attendance without Official Enrollment:** After the conclusion of the 100% refund period for the relevant term or session (<http://www.bursar.iupui.edu/refunds.asp>), all individuals attending classes on a regular basis MUST be officially enrolled in the class, attending the class based on formal arrangements to make up a prior grade of Incomplete, or enrolled as an auditor.

- Students making up an Incomplete from a prior term should be added to the Learning Management system roster as well as the Student Performance roster (part of IU FLAGS system).
- Students who are officially [auditing a course](http://registrar.iupui.edu/auditors.html) (<http://registrar.iupui.edu/auditors.html>) must follow the course attendance and work expectations agreed to by the course instructor.
- One time visitors to classes may be allowed only on an exception basis with prior permission of the instructor.
- Individual academic units may have stricter policies based on the types of instruction occurring within the unit.

Note: This policy does not apply to individuals who provide assistance to a student with a documented disability, such as Adaptive Educational Services sign language interpreters, individuals who are involved in the course in an instructional role, or administrative personnel.

**Adaptive Educational Services:** Adaptive Educational Services (AES) provides accommodations for students with special challenges or disabilities that may affect their classroom performance. If you are eligible you may register with AES by calling 274-3241 and making an appointment; or visiting them in Taylor Hall, UC Suite 100. Visit <http://aes.iupui.edu/> for more information.

**Counseling and Psychological Services (CAPS):** During the semester, if you find that life stressors are interfering with your academic or personal success, consider contacting IUPUI's Counseling and Psychological Services (CAPS). All IUPUI students are eligible for individual counseling services at minimal fees. Group counseling services are free of charge. CAPS also performs evaluations for learning disorders and ADHD; fees are charged for testing. CAPS is located in Walker Plaza, Room 220 (719 Indiana Avenue) and can be contacted by phone (317-274-2548). For more information, see the CAPS web-site at: <http://life.iupui.edu/caps/>.

## **IUPUI Writing Centers & Resources**

**Technical Communication Writing Center:** Technical Communication tutors offer individual tutoring on campus or online (hours vary by semester) to help students with their writing assignments or other communication tasks. Contact the TCM Writing Center (located in ET 232) via email [tcmw@iupui.edu](mailto:tcmw@iupui.edu) or [click here to schedule an appointment](#).

**University Writing Centers:** The University Writing Center provides tutoring for students, staff, and faculty on all kinds of writing assignments and projects. A tutoring staff consisting of faculty and peer tutors work with their clients to understand assignments; brainstorm ideas; relate purpose and audience; develop, organize, revise, and edit pieces of writing. The University Writing Center Hotline can be reached [online](#) or by phone at 317.274.3000 or 317.274.3288 (branch in University College).

**University Library Writing Tutorials:** These very brief tutorials will help you make good choices and apply proper format to all of your writing assignments. Note that Adobe 9 is required for viewing many of these tutorials. Some tutorials must be downloaded. Mac users will need to download all the tutorials before viewing. Follow the link to APA Practices Exercises on the last slide of the Citing Sources Adobe Connect Tutorial below to practice formatting sources into proper APA style.

[Avoiding Plagiarism](#)

[Citing Sources](#)

[Discovering Resources](#)

[Open and Hidden Web](#)

[Popular or Scholarly?](#)

[Basic Services](#)

**Purdue Online Writing Lab:** To learn how to synthesize reference material (ideas, quotes, paraphrasing, and summaries) from sources into the body of your written work, format APA cover and Reference pages, or see examples of APA Style, visit the [Purdue OWL](#).