

DePauw Environmental Fellows Program 2018-2019 Program Handbook

EFP Mission	1
Program Overview	2
Coursework	4
Practicum	5
EFP Citizenship	7
Environmental Portfolio	9

EFP Mission

The Environmental Fellows Program is an integrative honors program for outstanding students who exhibit intellectual curiosity, high academic achievement, and strong motivation to explore environmental issues from a range of disciplinary perspectives.

Environmental Fellows may major in any existing department or program, thereby developing the knowledge and expertise appropriate to a particular discipline or specialized field of study. This depth of understanding will be enriched through environmentally focused courses across the natural sciences, social sciences, and humanities; through experiential learning opportunities such as scientific research, internships, or off-campus study; through involvement in the program's learning community and co-curricular activities; and through an interdisciplinary capstone experience in which students will be called to integrate all aspects of their environmental education.

When they graduate from DePauw and the program, Environmental Fellows will be well equipped to address complex, real-world problems using multidisciplinary approaches. The program's combination of academic inquiry and hands-on experiences will prepare graduates to be strong and successful candidates for employment in environmental careers, graduate study in disciplinary areas, and graduate study in interdisciplinary programs with an environmental focus.

Program Overview

The Environmental Fellows Program is one of DePauw's five selective academic honors programs. It is also part of a wide range of environmental and sustainability-oriented opportunities on campus.



As a member of the EFP community, you also belong both to DePauw's honors community and to the community of DePauw's various environmental and sustainability programs. Each of these opportunities has its own aims and purposes – distinct from though complementary with those of others. *Our particular goal in the EFP is to help you learn to address complex environmental issues and sustainability challenges in an intellectually rigorous fashion.* We believe this requires the methodological depth of an academic major, the breadth of perspective that comes from exploring environmental issues through a range of different fields, and robust experiential learning, and our program is designed with these elements in mind.

The EFP offers a wealth of advising resources as your environmental interests, academic focus, and career goals develop. The Co-Directors and Assistant Director Amber Hecko will keep track of your participation in the program, help connect you with practicum opportunities, and hold workshops designed to help you fulfill requirements. The faculty and staff members on the Steering Committee are eager to share their content expertise with curious students; they will provide feedback on your work toward the program requirements and serve as supplemental advisors and mentors. Each of us is committed to your success, and will be happy to consult with you about courses,

EFP requirements, practica, post-graduation options, and more. The better you help us get to know you, the more helpful we can be.

Below are the faculty and staff members of the Environmental Fellows Program for AY 2018-2019.

EFP Office Staff

 <p>Amber Hecko Assistant Director Julian 281 765-658-4071 amberhecko@depauw.edu</p>	 <p>Jennifer Everett Co-Director Associate Professor of Philosophy Asbury 216 765-658-4722 jennifereverett@depauw.edu</p>	 <p>Janet Vaglia Co-Director Professor of Biology Olin 208 765-658-4785 jvaglia@depauw.edu</p>
<p>Amber coordinates daily management of EFP and is your first point of contact. She can answer most of your questions. Hers is a permanent full time staff position.</p> <p>Professors Everett and Vaglia share responsibility for the program’s structure, requirements, and courses. The co-directors of the EFP each serve for a term of three years and always include one faculty member from the natural sciences and one from the arts, humanities, or social sciences.</p>		

Environmental Fellows Steering Committee

 <p>James Benedix Professor of Biology and Chair of the Biology Department Olin 110 765-658-4771 jbenedix@depauw.edu</p>	 <p>Harry Brown Professor of English and Tenzer Family University Professor in Instructional Technology East College 303 765-658-4682 hbrown@depauw.edu</p>	 <p>Joe Heithaus Professor of English Asbury 327 765-658-4697 jheithausl@depauw.edu</p>
 <p>Malorie Imhoff Director of the Center of Sustainability Union Building 002 765-658-4890 malorieimhoff@depauw.edu</p>	 <p>Julianne Miranda Dean of Student Success and Retention and Professor of University Studies Union Building 200 765-658-6267 jmiranda@depauw.edu</p>	 <p>Jeane Pope Professor of Geosciences and Faculty Sustainability Coordinator Julian 213 765-658-4105 jpope@depauw.edu</p>

The Steering Committee meets twice a month to oversee the program and advise the co-directors on all matters of program administration. A Student Advisory Board consisting of third year Fellows meets jointly with the Steering Committee so that student voices are also represented in decisions about the program.

Study Space

The Environmental Fellows Program office is located in the suite at the top of the stairs on the second floor of Julian Science and Math Center. Room 281 is the EFP Office, occupied by Amber Hecko. Room 280 is a dedicated Environmental Fellows meeting and study space. Environmental Fellows are entrusted with the code to the keybox on the outside of the door, so you may use this space for meetings and study groups anytime that the Julian Science and Math Center is open.

Program Structure

Environmental Fellows may choose any major at DePauw. To complete the program, you will fulfill four distinct sets of requirements in addition to the requirements of your academic major. Each of these components is explained in more detail below.

Coursework	Practicum	Program Citizenship	Environmental Portfolio
EFP Second Semester Seminar Social Sciences, Humanities, and/or Arts: 3 credits from at least 2 departments Natural Sciences: 3 credits from at least 2 departments EFP Senior Seminar	Hands-on research, internship, or other projects that provide substantial experiential learning to supplement academic coursework	Participating in program events and activities Developing leadership through student governance of the program Serving as program ambassadors with external audiences	Four-year curated representation of and reflections on your learning, culminating in a polished professional profile online

Coursework

To complete the Environmental Fellows Program, you will complete eight courses:

- The Environmental Fellows Program first year, second semester seminar, HON122.
- A minimum of **three** credits in qualifying courses from Category I (from at least two different academic departments or degree-granting programs in the social sciences, humanities, and arts),
- A minimum of **three** credits in qualifying courses from Category II (from at least two different academic departments or degree-granting programs in the natural sciences), and
- The Environmental Fellows Program senior capstone seminar, HON422.

Qualifying courses are those that focus on environmental and sustainability issues, addressing the nexus of human systems and natural systems as a central theme. Many courses that qualify for credit toward EFP requirements are offered on a regular basis and count toward general education requirements as well as certain majors. In addition, new courses with an environmental focus are periodically added to the regular curriculum, and environmentally related topics courses may be offered on a one-time or occasional basis. The lists of qualifying Category I and Category II courses are therefore not static, but are determined on a semester-by-semester basis. A list of qualifying Category I and Category II courses for each semester is posted on the program webpage prior to that semester's registration period.

Courses listed with a University Studies (UNIV) designation may qualify in either category, depending on the course content. However, because UNIV is not an academic department or degree-granting program, you may not fulfill the category requirement with three courses split between UNIV and one other department. First-year seminars that are environmentally focused, likewise, may qualify in either category, depending on the course content. Some environmentally-focused FYS courses are centered in the discipline of a specific academic department. For example, an FYS in Green Chemistry would count as a Chemistry course for Category II. Satisfaction of EFP category requirements by UNIV and FYS courses will be determined on a semester-by-semester basis.

Up to two courses transferred to DePauw from another college or from an off-campus study program may be counted toward program requirements, subject to approval by the co-directors, but course credit earned by exam (through AP or IB placement, for instance) may not. EFP course requirements may not be fulfilled with courses taken as pass/fail.

In order to ensure you are able to complete the EFP course requirements we recommend that you enroll in one qualifying course per semester: two by the end of the first year (including the second semester seminar), four by the end of the sophomore year, and so on. If you enter the program laterally, plan to study abroad or major in more than one field, and/or are also part of the Honor Scholar Program, you should plan carefully and seek advising at regular intervals. You will need to have a realistic path to completing the program’s coursework in order to continue as Environmental Fellows in your senior year.

All academic requirements are open to petition in special cases. For example, students may petition to count any course not listed as qualifying toward program requirements if one-third or more of the course content is environmentally focused.

Academic Expectations

Grades are not the only indicators of your performance in the program; we also track your participation in EFP events and leadership activities as well as your practicum experiences and portfolio entries. But Environmental Fellows are expected to perform well academically, attaining and maintaining minimum GPA levels set by the Steering Committee:

	Minimum Semester GPA:	Minimum Cumulative GPA:
Fall of first year	3.0	3.0
Spring of first year	3.1	3.1
All subsequent semesters	3.2	3.2

Falling slightly below these expectations is not a cause for alarm; however, falling considerably below them may indicate that the program’s supplemental expectations are taxing your overall academic performance such that it may not be in your interest to continue in the program. We review each Fellow’s GPA performance each semester. If you fall below the GPA standard in one semester, we may place you on probationary status. Falling significantly below the standard in two consecutive semesters, unless counterbalanced by excellence in other areas, may result in dismissal from the program, at the discretion of the Steering Committee.

Practicum

The purpose of the practicum is to acquire practical experience that advances your pursuit of environmental or sustainability endeavors at a graduate or professional level. To this end you are expected *throughout your time at DePauw* to seek out and take advantage of opportunities to engage in hands-on activities that enhance your environmental knowledge and skills in a practical or applied manner - including at least one extended, focused endeavor that constitutes a “centerpiece” experience. In your junior or senior year, you will complete the practicum by producing and presenting a formal account of your experiential learning as an Environmental Fellow.

In order to fulfill the Environmental Fellows Practicum requirement, you will:

- engage in a minimum of 400 *approved* experiential learning hours, including one centerpiece experience;
- record your reflections before, during, and after each approved experience regarding its connection to your academic coursework, clarification of your professional goals, preparation for future endeavors, etc.; and
- communicate your experience to several different audiences through a series of visual, oral, and written assignments.

Approved Experience

You should begin exploring opportunities to engage in hands-on activities related to your environmental or sustainability interests in your first year, communicating extensively with the EFP office about these activities as you do so. You may propose an experience to count toward the practicum as early as spring semester of your first year. Your centerpiece experience, however, must commence no earlier than the summer after sophomore year and should conclude before classes begin in senior year.

Typical centerpiece practicum experiences include approved off-campus study programs; faculty-supervised research, civic engagement, or creative projects; internships with corporate, government, or nonprofit employers; semester- or summer-long senior positions in DePauw’s Sustainability Leadership Program, and the like. In addition to significant placements such as these, you may include shorter term experiential opportunities and hands-on activities such as brief internships, supervised volunteer projects, and/or immersive Extended Studies courses.

In order to count an experience toward the practicum requirement, you will first submit a Proposal for Approved Practicum Experience to the EFP Office. (Late proposals may be submitted up to two weeks after commencing an experience that you come to believe would be appropriate for EFP practicum purposes. Retrospective proposals submitted after an experience concludes may be approved by petition on a case-by-case basis.) To confirm the application of an experience toward your practicum hours, you must submit a brief Post-Practicum Experience Report within 30 days of the final day of the placement. You must complete both the Proposal and the Report in order to count the experience toward the required 400-hour total.

In general, practicum experiences should have an identifiable connection to environmental or sustainability issues, provide experience beyond that available through ordinary coursework, and have an identifiable supervisor or point of contact. Further, you must communicate your intention to use the experience for EFP practicum purposes to the on-site supervisor within two weeks of commencing the experience.

Reflection

In addition to the hours of experience you gain in any practicum placement, you will spend considerable time *before*, *during*, and *after* the experience thinking about what you are doing, why you are doing it, and what you are getting out of it.

Before the experience you will need to be able to describe what you expect to be doing and what you anticipate learning as a result of the experience. These reflections will be included in your initial proposal.

During a practicum placement, it is common to find that you are doing and learning different things than you anticipated. You should keep a journal or blog linked to your EFP portfolio where you record thoughts regarding the experience. Take pictures. Take time to record what you are doing and learning. Consider and write about the ways the experience enhances or applies your previous classroom learning. Reflect on its implications for your future academic and career goals. Imagine how you will communicate this experience in a poster and/or slideshow presentation. Doing so will make the final phase of your practicum – documenting and presenting it – much easier and more successful.

After the conclusion of a practicum placement you report on what you actually did and learned, and how this differs from what you originally anticipated. These reports will be useful when you undertake your practicum closure communication assignments. Remember that deviations from your original plans are not unusual. Ultimately, it is the power of your account of what you learned through the experience, not just the nature of your activity, that determines its value from the program's point of view. An experience that seems humble or even disappointing can nevertheless bring about transformative learning. Conversely, a seemingly prestigious practicum placement is no guarantee that a student will learn a great deal from the experience.

Practicum Closure Assignments

To complete the final portion of the practicum requirement, you will create and polish several products communicating your experiential learning to different audiences in real-world contexts. These written, visual, and oral communication assignments are structured to help you develop crucial presentation skills, to profile your accomplishments, to share the fruits of your experience with other Environmental Fellows, and to represent the Environmental Fellows Program to outside audiences. Completing the designated assignments is a requirement for graduating as a member of EFP. Failure to submit assignments in a timely manner or at a level of quality befitting the program may result in probationary status or dismissal from the program.

A practicum closure meeting will be held at the beginning of each semester during which we will clarify the communication assignments and deadlines for those assignments. The specific structure, format, and schedule of the communication assignments may vary from year to year depending on the number of Fellows on practicum and the nature of the practicum projects, but like the practicum itself, these communication products are “real-world” responsibilities that require considerable work and professionalism on your part.

Be advised that practicum closure is a significant undertaking, and we have exacting standards for your work. The EFP Office can provide guidance, but you will need to work independently, seek out and incorporate critical feedback, and take responsibility for producing your best work, rather than expecting the program office to catch or fix your mistakes. Ultimately, the best recipe for success is to have a draft of the closure assignments before the beginning of the semester in which you intend to complete the process. In fact, we advise you to start on the closure assignments at the *beginning* of your experience rather than the end! Your work on these assignments will be considered by the Environmental Fellows Steering Committee in selecting one Fellow to honor as recipient of the annual Outstanding Environmental Practicum award.

EFP Citizenship

Understanding and addressing complex environmental problems requires collaboration among people with different backgrounds, fields of expertise, and social identities. For this reason, the Environmental Fellows Program is designed to build a vibrant and cohesive learning community. DePauw Environmental Fellows participate as citizens in this community by:

- communicating proactively, respectfully, and regularly with peers and advisors;
- attending, planning, and/or leading program meetings and events;
- in the junior year, participating as a member of the Student Advisory Board;
- in the senior year, serving as a program ambassador.

Communication

Fellows are expected to stay apprised of ongoing program events; to respond promptly and collegially to emails from staff, faculty, and students; and to keep us apprised of your activities, challenges, achievements, and plans. Fellows are to treat all DePauw employees, visitors, and community members with the professional courtesy, accountability, and respect you would show an employer. Prompt RSVPs for catered events are very important, as this helps prevent food waste.

Participation

Program citizenship involves attendance at and participation in environmentally-themed events and activities that take place on campus during the regular semester. These include speakers, workshops, social events, field trips, and/or community outreach projects – some of which are mandatory for all Fellows, some that are mandatory for certain Fellows and optional for others, and some that are voluntary for everyone (called “punchcard events”). First and second-year Fellows are required to attend four such events per semester; juniors must attend three per semester; and seniors must attend two per semester.

Third Year Leadership

In the junior year, your cohort serves a governance role in the program as the EFP Student Advisory Board. As the EFP Student Advisory Board, you will be the student voice in EFP’s structure, administration, and programming. In recognition of this added responsibility, fewer punchcard events are required in the third year.

Your responsibilities, individually and as a group, are (a) to represent and (b) to serve the interests of the EFP student body; (c) to communicate frequently, thoroughly, and effectively with the EFP Office and the Environmental Fellows Steering Committee; and (d) to learn from this experience. These responsibilities require, minimally, that you (a) establish effective communication with your peers in the program, (b) plan for program gatherings that serve their interests, (c) meet jointly with the EFSC at least once per semester, and (d) reflect on the Student Advisory Board as a learning experience at the end of each semester.

The EFP Office and Steering Committee, correspondingly, have responsibilities (a) to consider student voices and concerns respectfully, (b) to assist your planning and programming efforts, (c) to communicate frequently, thoroughly, and effectively with the Student Advisory Board and EFP student body, and (d) to foster your learning from and reflection on this experience. Toward those ends we will provide guidance and support while leaving you free to make your own judgments, raise your own voices, and exercise your own leadership.

We know that your third year at DePauw is an important time, as you begin to lay plans for what you will do after graduation. Our hope and intention is that your leadership experience in the Environmental Fellows Program should challenge you and foster your development in ways that advance your own post-graduation goals, and that it empowers you to leave a lasting mark on the program for students who follow you.

Senior Year Ambassadors

In your senior year, you will tackle some of your most challenging academic requirements and will be preparing for life after graduation. In addition to the senior capstone for your academic major, you will complete the Environmental Fellows capstone seminar in which you will be expected both to synthesize the distinct disciplinary approaches to environmental issues that you have gained through your coursework, and to integrate your curricular learning with your experiential learning through reflections in your program portfolio. Accordingly, the number of punchcard events you are required to attend is reduced once more.

As a senior Environmental Fellow you will be expected to play a visible role as ambassadors of the Environmental Fellows Program with external audiences, supporting our efforts to attract excellent students to the program and strengthen our intellectual community for years to come. For example, you may be asked:

- to make public appearances (poster presentations, panel discussions) at admissions events such as honors program preview days, interview weekends, and admitted student open houses;
- to assist in the production of Admissions Office promotional materials featuring the Environmental Fellows Program;
- to review application essays and participate in interviews of EFP applicants; and/or
- to ensure that your story is well documented on the EFP webpage.

As with the third year Student Advisory Board, serving as a program ambassador in your senior year is both a service to the program and part of your learning experience as an Environmental Fellow. It provides an opportunity for the development of public speaking skills, professionalism, and collegiality that will serve you in whatever path you choose to pursue after you graduate from DePauw.

Each year you will receive qualitative feedback about your degree of engagement in the EFP community. Excellent EFP citizenship enables us to more effectively steer practicum opportunities your way, and positions you for strong recommendation letters as well as for program awards and recognition. Insufficient participation in program activities and events may indicate that you have too many conflicting time commitments, that other campus programming has a stronger draw for you, or that you need to develop better habits of communication and professionalism. Extended failure to engage as a member of the program may result in dismissal from the program.

Environmental Portfolio

The Environmental Portfolio is a means by which you will curate and reflect on all of your work in the program. It will document your progress toward completion of the EFP requirements. It will require you to engage in structured reflection on your learning and thereby help you develop and refine your academic and career goals. It will help us keep you on track and foster your development as you progress through the program. Above all, it will help strengthen your applications for opportunities you intend to pursue after graduation.

To complete the portfolio you will respond to written prompts, compile representative academic work from your Environmental Fellows courses, update your personal profile each year, keep a running record of your co-curricular learning experiences, and showcase the final products of your practicum.

The portfolio is housed online (<https://environmentalfellowsdepauw.wordpress.com/>). You will begin work on the portfolio in your second semester seminar. A series of workshops will be offered each year to help you update your portfolios.

In the senior seminar, you will use the material collected in your portfolio to create a professional LinkedIn profile that is intended to strengthen your prospects for graduate and professional programs, honors and fellowships, and/or jobs to which you will apply.