

**San Jose State University**  
**College of Social Sciences / Environmental Studies Dept.**  
**EnvS 299: Master's Thesis Research (1-6 units), Spring 2016**

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<b>Office Hours:</b>	Wednesday, 11:00 AM – 2:45 PM
<b>Class Days/Time:</b>	By arrangement
<b>Classroom:</b>	N/A
<b>Prerequisites</b>	Graduate Standing or instructor consent
<b>Library Liason</b>	Peggy Cabrerra

### **COURSE DESCRIPTION**

#### **From the catalog**

Masters thesis research. Prerequisite: Graduate standing in Environmental Studies or instructor consent. CR/NC/RP grading mandatory. Repeatable for 1-6 units.

### **COURSE OBJECTIVE**

Once a student has advanced to candidacy, they are required to complete a total of six (6) units ENVS 299: Master's Thesis under the direction of their thesis adviser. Students enrolled in 299 are expected to be in regular contact with their thesis adviser, and should be making progress toward completing their project.

### **COURSE STRUCTURE**

While there is no set structure for this course, enrolled students are expected to meet regularly with their thesis adviser (once a week) and with the rest of their thesis committee. Project goals and timelines should be determined in consultation with the thesis committee.

### **COURSE REQUIREMENTS**

Students enrolled in ENVS 299 are expected to make significant progress toward the completion of their thesis project. They should meet regularly with their thesis committee, and prepare a brief progress report at the end of each semester for the graduate coordinator.

### **EVALUATION**

This is a CR/NC/RP class. An RP (Report in Progress) grade will be given at the end of each semester until the student's thesis is complete and approved by the thesis

committee. Once the thesis is approved a change of grade form will be submitted by the graduate coordinator to remove the RP and replace it with CR. 299 students are encouraged to provide the graduate coordinator with a list of all 299 RPs (including semester taken and number of units) when their thesis has been approved.

## **University Policies**

### **General Expectations, Rights and Responsibilities of the Student**

As members of the academic community, students accept both the rights and responsibilities incumbent upon all members of the institution. Students are encouraged to familiarize themselves with SJSU's policies and practices pertaining to the procedures to follow if and when questions or concerns about a class arises. See [University Policy S90-5](http://sjsu.edu/senate/docs/S90-5.pdf) at [sjsu.edu/senate/docs/S90-5.pdf](http://sjsu.edu/senate/docs/S90-5.pdf). More detailed information on a variety of related topics is available in the [SJSU catalog](http://info.sjsu.edu/web-dbgen/narr/catalog/rec-12234.12506.html), at <http://info.sjsu.edu/web-dbgen/narr/catalog/rec-12234.12506.html>. In general, it is recommended that students begin by seeking clarification or discussing concerns with their instructor. If such conversation is not possible, or if it does not serve to address the issue, it is recommended that the student contact the Department Chair as a next step.

### **Dropping and Adding**

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Refer to the current semester's [Catalog Policies](http://info.sjsu.edu/static/catalog/policies.html) section at <http://info.sjsu.edu/static/catalog/policies.html>. Add/drop deadlines can be found on the current academic year calendars document on the [Academic Calendars webpage](http://sjsu.edu/provost/services/academic_calendars) at [sjsu.edu/provost/services/academic\\_calendars](http://sjsu.edu/provost/services/academic_calendars). The [Late Drop Policy](http://sjsu.edu/aars/policies/latedrops/policy) is available at [sjsu.edu/aars/policies/latedrops/policy](http://sjsu.edu/aars/policies/latedrops/policy). Students should be aware of the current deadlines and penalties for dropping classes. Information about the latest changes and news is available at the [Advising Hub](http://sjsu.edu/advising) at [sjsu.edu/advising](http://sjsu.edu/advising).

### **Consent for Recording of Class and Public Sharing of Instructor Material**

[University Policy S12-7](http://sjsu.edu/senate/docs/S12-7.pdf), [sjsu.edu/senate/docs/S12-7.pdf](http://sjsu.edu/senate/docs/S12-7.pdf), requires students to obtain instructor's permission to record the course:

- Common courtesy and professional behavior dictate that you notify someone when you are recording him/her. You must obtain the instructor's permission to make audio or video recordings in this class. Such permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material.
- Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exam questions, lecture notes, or homework solutions without instructor consent.

### **Academic Integrity**

Your commitment, as a student, to learning is evidenced by your enrollment at San Jose State University. The [University Academic Integrity Policy S07-2](http://sjsu.edu/senate/docs/S07-2.pdf) at [sjsu.edu/senate/docs/S07-2.pdf](http://sjsu.edu/senate/docs/S07-2.pdf) requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The [Student Conduct and Ethical Development website](http://sjsu.edu/studentconduct) is available at [sjsu.edu/studentconduct](http://sjsu.edu/studentconduct).

### **Campus Policy in Compliance with the American Disabilities Act**

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. [Presidential Directive 97-03](http://sjsu.edu/president/docs/directives/PD_1997-03.pdf) at [sjsu.edu/president/docs/directives/PD\\_1997-03.pdf](http://sjsu.edu/president/docs/directives/PD_1997-03.pdf) requires that students with disabilities requesting accommodations must register with the [Accessible Education Center](http://sjsu.edu/aec) (AEC) at [sjsu.edu/aec](http://sjsu.edu/aec) to establish a record of their disability.

### **Student Technology Resources**

Computer labs for student use are available in the [Academic Success Center](http://sjsu.edu/at/asc) at [sjsu.edu/at/asc](http://sjsu.edu/at/asc) located on the 1st floor of Clark Hall and in the Associated Students Lab on the 2nd floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library. A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include DV and HD digital camcorders; digital still cameras; video, slide and overhead projectors; DVD, CD, and audiotape players; sound systems, wireless microphones, projection screens and monitors.