Lane Community College

Section 1. Proposed Course Outline (A general statement of course content that informs class syllabus construction. Once approved, all sections of a given course must include this content, no matter which instructor teaches the course, or the mode of delivery. Divisions must include this new course outline in the Divisional Course Outline binder as required by COPPs.)

Course Number: IDS 201 Full Course Title for print catalog: IDS 201 Sustainability Systems Seminar

Abbreviated Course Title for Banner: IDS 201 Sust. Systems Seminar (30 character limit)

Prerequisites: none

Co-requisites:

Grade Option: ☒ Graded (with P/NP option)   ☐ Pass/No Pass only

Number/Type Credits	Term Minimum Contact	Term Maximum Contact	11-Week Term Contact
_Lecture	_hours (lecture credits x 10)	_ hours (lecture credits x 12)	_ hours (lecture credits x 11)
1 Lec/Lab	1 hours (lec-lab credits x 20)	1 hours (lec-lab credits x 24)	1 hours (lec-lab credits x 22)
__ Lab	__ hours (lab credits x 30)	__ hours (lab credits x 36)	__ hours (lab credits x 33)
1 **Total credits (sum)**	20 **Total hours (sum)**	24 **Total hours (sum)**	22 **Total hours (sum)**

Course Description (1000 character limit):

This course will provide students with targeted skills required for sustainability coordinator work. It will cover sustainability frameworks, assessment methods, green purchasing, and sustainability in facilities management. Students will gain an understanding of how to make a business case for sustainability and will gain skills in sustainability program and project management.

Course Outcomes and Proficiencies

What will the student **know** or **be able to do** at the end of the course?

What **attitudes** related to the subject will the student hold?

Assessments Planned

What evidence will demonstrate that students have achieved course outcomes? (assessment tools may include departmental tests, written products, portfolios, juried performances, quizzes and exams, or alternative assessments such as qualitative studies, capstone projects, external reviewers, etc.)

Upon successful completion of this course, the student will:	**How each outcome will be assessed:**
Understand concepts related to and resources available for making sustainable purchasing decisions including Life Cycle Assessments	Writing Assignment, Quiz, Final Exam
Understand sustainability in facilities management, site maintenance, building maintenance, janitorial services.	Writing Assignment, Final Exam
Understand methods for making a business case for sustainability. Be able to do calculations related to making a business case for sustainability	Project, Presentation, and Final Exam
Have an understanding of sustainability program and project management.	Writing Assignment, Final Exam

Course Content by Major Topics

What topics will be presented? What are the main activities of the course? What are the central themes?
(See sample at http://www.lanecc.edu/cops/format3.htm.)

Topics:

- Sustainable purchasing
- Sustainability in facilities management/site maintenance/building maintenance/janitorial services
- Making the business case for sustainability
- Sustainability program management/project management

Main Activities:

Lectures, Discussions, Readings, Writing Assignments, Quizzes, Projects, Field trips/tours, a Presentation, and a Final Exam.

Central Themes:

Knowledge and skills required for Sustainability Coordinator work.

Section 2. Proposal Information

Course Developer:	Type of Proposal	Type of Course:
Susie Cousar & Margaret Robertson	☒ New course	☐ Lower Division Collegiate (transfer)
Date: 5/2/11	☐ Currently 199 or 299	☒ Professional/Technical (required or elective)
Catalog year to take effect:	☐ Experimental Course	☐ Developmental, numbered below 100
2011-12	☐ 199 Special Studies	
	☐ 299 Trends	

☐ Revised course (If increasing credits, use credit change form)
☐ Reactivated course with no change
☐ Reactivated course with changes

Rationale:

How does this proposal further the goals of the program or department?

The course will cover the professional outcomes for the Sustainability Coordinator AAS that are not covered in existing Lane courses.

What assessment evidence supports this proposal?

Sustainability Coordinator AAS team members developed a set of professional outcomes by collating knowledge, skills, and abilities from job descriptions and employment postings across the country. They researched government bulletins, academic papers, plus organizations and conferences devoted to so-called green jobs. They also interviewed local professionals in related job positions. The team then interviewed faculty and reviewed syllabi to find established courses which met these outcomes. 99 percent of the outcomes were met by existing courses; a 1-credit seminar will meet the remaining one percent. Attached is a spreadsheet that shows outcomes mapped to existing classes. The few outcomes that are not covered by existing classes are highlighted in yellow. These are the topics that are proposed for this seminar.

How do you know there is a demand for this course?

This course will be required for all students seeking the Sustainability Coordinator AAS.

Section 3. Curriculum Equity (http://www.lanecc.edu/cops/curric.htm)

To promote an environment where all learners are encouraged to develop their full potential, this course will support Lane's Curriculum Equity policy in the following way(s):

Sustainability as a concept and field of study is integrally entwined with equity. Sustainability encompasses environmental, social, and economic factors. These aspects of sustainability will be covered. When covering sustainable purchasing, we will consider the environmental impact of a product, but we will also discuss factors such as working conditions for the people making the product. When discussing sustainability program and project management, it will be essential to discuss how social equity must be a part of sustainability programs and projects.

Course materials will be available in a variety of formats to accommodate learners of differing abilities. Illustrations will include people from diverse cultural and ethnic backgrounds, of both genders, and with a variety of physical abilities. When visiting job sites and when inviting guest speakers, professionals from diverse cultural and ethnic backgrounds, of both genders, and with a variety of physical abilities will be presented.

Section 4. For revised courses only: PREVIOUS Catalog/Course Information:

Course Number: _____ Course Title in Banner: _____ (30 characters maximum)

Full Course Title in print catalog:

Prerequisites:

Co-requisites:

Grade Option: ☐ Graded (with P/NP option)   ☐ Pass/No Pass only

Number/Type Credits	Term Minimum Contact	Term Maximum Contact	11-Week Term Contact
__ Lecture	__ hours (lecture credits x 10)	__ hours (lecture credits x 12)	__ hours (lecture credits x 11)
__ Lec/Lab	__ hours (lec-lab credits x 20)	__ hours (lec-lab credits x 24)	__ hours (lec-lab credits x 22)
__ Lab	__ hours (lab credits x 30)	__ hours (lab credits x 36)	__ hours (lab credits x 33)
__ **Total credits (sum)**	___ **Total hours (sum)**	___ **Total hours (sum)**	___ **Total hours (sum)**

Course Description:

What will change? ☐Course Number ☐Title ☐Course Description ☐Credit hours ☐Contact hours

Section 5. Support Courses (New Professional/Technical course proposals must complete.)

Professional/Technical courses are tracked within programs for purposes of Carl Perkins funding and budgetary planning. Indicate all degree or certificate programs for which this course will be required.

Program	Division
Sustainability Coordinator AAS	Advanced Technology

Section 6. Overlap Courses (New course proposals must complete.)

While overlap of course materials is not necessarily a flaw, duplication of course materials may lead to inefficient use of college resources. If there is overlap, the faculty of overlapping courses must agree on the extent of overlap and attach a rationale explaining its necessity.

Indicate all departments/courses that this course may overlap. Division Dean of existing course enters one of three options at right. Note: N/A is not an option.

Options:
1. Approved: course does not overlap.
2. Approved: overlap is acceptable. Rationale attached.
3. Disapproved: reasons attached.

Division	Course Number / Title	% Overlap	Option	Division Dean of existing course (Signature required for all options)	Date
		1			

Section 7. Qualification to fulfill degree requirements (complete all relevant forms, available at http://www.lanecc.edu/currsched/drrcforms.htm, and send to Mary Brau for the Degree Requirements Review Committee):

☐ Form(s) applying for the following degree requirement status have been attached. (Only check this box when forms have been completed and attached.)

AAOT, ASOT-Bus, OTM:

☐ Arts & Letters

☐ Social Sciences

☐ Science / Mathematics / Computer Science

AAOT:

☐ Ethnic/Gender/Cultural Diversity

AAS, 1-year and 2-year certificates:

☐ Human Relations

Section 8. Library Impact Statement

Under accreditation standards, Library consultation is essential for new programs, new courses and for substantively revised courses when the revisions entail any change in library use.

What assignments will require the use of library and information resources?

Assignments will not require the use of library and information resources. Much of the information needed for this course is available free online.

Each academic area has a Liaison Librarian (http://www.lanecc.edu/library/services/liaison.htm). Contact the designated librarian to discuss the library needs of your course. Please allow the librarian at least one week to assess library resources.

To be completed by Liaison Librarian:
☐ Library resources are adequate to support this proposal.
☐ Additional resources are needed but can be obtained from current funds.
☐ Significant additional Library funds/resources are required to support this proposal.

_____   _____
Liaison Librarian   Date

Section 9. Divisional Approval (To be completed by Division Chair and Administrative Assistant)

Human, Physical, and Financial Resources:
☐ Additional instructional costs (staff, materials, services or facilities) will be incurred to offer this course.
Source of funding:

☐ No additional instructional resources (staff, materials, services or facilities) are needed to offer this course.
Explain:

Required Certifications:
☐ We have developed minimum course certification standards according to the COPPs procedure "Instructor Qualifications: Credit," to be filed with OISS upon course approval.
☐ We have completed faculty certification form(s) for faculty qualified to teach this course, to be filed with OISS and Human Resources upon course approval.

Fees:
☐ We have completed fee rationale and fee request forms to be submitted to OISS upon course approval, in compliance with the COPPs procedure, "Fees: Special"
☐ No special fees will be required for this course.

Divisional Recommendation:
☐ The Division Chair and Administrative Assistant have reviewed this course proposal and kept a copy for divisional files.

☐ Faculty review of this course was completed within the division on _____(date).

☐ Pass   ☐ Do Not Pass

_____   _____
Administrative Assistant/Coordinator   Date

_____   _____
Division Dean   Date

Section 10. College Approval

_____   _____
Curriculum Committee Chair   Date

Curriculum Approval
Committee hearing: _____
                        Date

_____   _____
Executive Dean   Date

_____   _____
Vice President, Academic Affairs, Chief Academic Officer   Date