



# SYLLABUS

# ENR 7981

MENR Seminar (1 credit hour)  
Autumn 2025

## COURSE OVERVIEW

### Instructor

Instructor: Dr. Stacey A Fineran

Instructor's credentials:

*Associate Professor, Professional Practice in Environmental Assessment, The Ohio State University*

*School of Environment and Natural Resources (SENR), College of Food, Agricultural, and Environmental Sciences (CFAES)*

The Ohio State University, PhD, Environmental Science

The Ohio State University, MS, Environmental Science

University of Texas at Arlington, BS, Civil Engineering

Email address: [fineran.2@osu.edu](mailto:fineran.2@osu.edu)

Phone number: office: 614-292-2265; mobile: 740-562-7735

Office hours: By appointment

### Course description

This seminar course is designed to expose students in the Master of Environment and Natural Resources (MENR) graduate program to environmental professional practice-oriented seminars, conferences, and other forums. Students are required to take a minimum of 2 semesters of the MENR seminar course, ENR 7981, (1) credit hour, as a part of their degree program. This course allows students to:

- Network within the environmental professional practice community
- Develop a breadth of knowledge in the field

- Learn about current issues in the field
- Gain professional growth

## Course learning outcomes

By the end of this course, students should successfully be able to:

- Network within their target and related career fields of professional practice
- Discuss the knowledge gained through their seminar experiences
- Detail the ways in which they gained professional growth in the target and related areas of professional practice

## HOW THIS COURSE WORKS

**Mode of delivery:** This course is managed through the Ohio State University Carmen Canvas course management system. Advising appointments are held as needed throughout the semester.

Students are required to attend a minimum of 7 in-person events totaling a minimum of 10 contact hours. If for any reason students must attend online events, with the approval of the MENR Director and/or MENR Program Manager, the number of required events will be increased. Events must be approved by the MENR Director or Program Manager for them to count toward the required contact hours. Following each event, an event summary (1-2 pages, single-spaced) is expected to be submitted within one week of attending the event.

**Credit hours and work expectations:** This is a **1-credit-hour course**. The per credit hour work expectations for courses are found here: [Ohio State policy](#).

## COURSE MATERIALS AND TECHNOLOGIES

### Textbooks

- There are no required texts for this course.

### Course technology

For help with your password, university email, Carmen, or any other technology issues, questions, or requests, contact the Ohio State IT Service Desk. Standard support hours are available at [ocio.osu.edu/help/hours](https://ocio.osu.edu/help/hours), and support for urgent issues is available 24/7.

- **Self-Service and Chat support:** [ocio.osu.edu/help](https://ocio.osu.edu/help)
- **Phone:** 614-688-4357(HELP)
- **Email:** [servicedesk@osu.edu](mailto:servicedesk@osu.edu)
- **TDD:** 614-688-8743

## BASELINE TECHNICAL SKILLS FOR COURSES

- Basic computer and web-browsing skills
- Navigating Carmen: for questions about specific functionality, see the [Canvas Student Guide](#).

## REQUIRED EQUIPMENT

- There is no required equipment for this course.

## HELPFUL SOFTWARE

- [Microsoft Office 365](#): All Ohio State students are now eligible for free Microsoft Office 365 ProPlus through Microsoft's Student Advantage program. Full instructions for downloading and installation can be found [at go.osu.edu/office365help](https://go.osu.edu/office365help).

## CARMEN ACCESS

You will need to use [BuckeyePass](#) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you take the following steps:

- Register multiple devices in case something happens to your primary device. Visit the [BuckeyePass - Adding a Device](#) help article for step-by-step instructions.
- Download the [Duo Mobile application](#) to all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service.

If none of these options will meet the needs of your situation, you can contact the IT Service Desk at 614-688-4357 (HELP) and IT support staff will work out a solution with you.

# GRADING AND FACULTY RESPONSE

## Grading

This course will be graded S/U based on the successful completion of seminars and course assignments.

## Descriptions of Major Course Assignments

The following assignments will be submitted using a single journal document format. Please refer to this document and instructions in Carmen.

### A. DRAFT MENR SEMINAR LIST

This is an initial list of the seminars you plan to attend, submitted as the first entry to your journal document, so they can be reviewed and approved. Because this is a preliminary draft of your seminar list, we expect that you might make changes as you hear about other opportunities; please have at least 3-4 events listed in your journal document at this time. The others may be listed as To Be Determined (TBD). You may also submit revisions as needed to your journal document prior to your final seminar list.

### B. FINAL MENR SEMINAR LIST

This will be a final list of events you plan to attend, and should list a minimum of 7 events, totaling a minimum of 10 contact hours. In the event that a seminar isn't available, falls through, or you cannot attend for some reason, please contact the instructors for approval of alternative events. Label this section of your journal document as the final seminar list.

### C. EVENT SUMMARIES

A **one-to-two-page, 1.5-spaced** summary must be submitted for each event attended. Please submit an undated journal document with your new, 1-2 page summary at the bottom to the appropriate Carmen assignment within one week of the event. The following information must be submitted at the top of each summary:

- Host organization presenting the event
- Title of the event
- Format of the event (conference, workshop, webinar, etc. and whether it was live/in-person or virtual)
- Date of the event
- Date attended (if different, such as for a recorded webinar)
- Length/number of hours attended

## Assignment Reviews

There will be three review periods throughout the semester to verify that you are on track with your seminars and other assignments and so we can connect with you to see how your seminar experience is going. We will expect to see progress in event selection and attendance and posting of summaries to the journal. We will also be available to discuss any issues or concerns and to lend assistance as needed to help you stay on track to a timely completion, while getting the most out of your seminar experience.

#### D. DISCUSSION BOARD POSTS

See Assignments or the Discussion Boards in Carmen for instructions on this course assignment. Students are required to submit posts for each of four discussions throughout the semester and respond to the posts of two other students for each discussion. Its easy to forget to do the response part of these assignments so please be sure to set a reminder for yourself if needed!

ASSIGNMENT CATEGORY	COMPLETE (C)/ INCOMPLETE (I)
Draft MENR Seminar Lists	Must satisfactorily complete
Final MENR Seminar List	Must satisfactorily complete
Event Summaries	Must satisfactorily complete
Discussion Board Posts	Must satisfactorily complete
Total	<b>Satisfactory (S)/ Unsatisfactory (U)</b>

*See course schedule below for due dates.*

### Late assignments

Please refer to Carmen for due dates. Due dates are set to help you stay on pace and to allow timely feedback that will help you complete subsequent assignments. Submitting event summaries within one week after attending an event will help you to remain on track throughout the semester.

## Grading scale

Assignments are graded as Complete or Incomplete. Students must satisfactorily complete the assignments to receive a grade of Satisfactory (S) for the course; the not passing grade is Unsatisfactory (U).

## Instructor feedback and response time

- ▶ **Preferred contact method:** If you have a question, please contact the course instructor (Stacey Fineran) and/or the MENR Program Manager (Susie Jones) first through my/our Ohio State email address(es): Fineran.2 and Jones.8652. We attempt to reply to emails within **24-48 hours on days when class is in session at the university**, but please follow up with us if you do not hear back in a timely manner. We sometimes get busy handling 'immediate' needs, but all of your needs are important to us, so reminders are very much appreciated.
- ▶ **Class announcements:** We plan to send all important class-wide messages through the Announcements tool in CarmenCanvas. Please check [your notification preferences](https://go.osu.edu/canvas-notifications) (go.osu.edu/canvas-notifications) to ensure you receive these messages.

## OTHER COURSE POLICIES

### Discussion and communication guidelines

The following are my expectations for how we should communicate as a class. Above all, please remember to be respectful and thoughtful.

- **Writing style:** While there is no need to participate in class discussions as if you were writing a research paper, you should remember to write using good grammar, spelling, and punctuation. A more conversational tone is fine for non-academic topics.
- **Tone and civility:** Let's maintain a supportive learning community where everyone feels safe and where people can disagree amicably. Remember that sarcasm doesn't always come across online.
- **Citing your sources:** When we have academic discussions, please cite your sources to back up what you say. For online sources, include a link.
- **Backing up your work:** Consider composing your academic posts in a word processor, where you can save your work, and then copying into the Carmen discussion.

### Academic integrity policy

## GENERATIVE ARTIFICIAL INTELLIGENCE TOOLS

Given that the learning goals of this class are **to build professional practice knowledge in your target and related areas of practice and the increase your professional network**, in this course, students are welcome to explore innovative tools and technologies, including generative artificial intelligence (GenAI). Perhaps AI could help you identify interesting topic areas to explore or provide some interesting career ideas or competitive skills you could acquire. Students are permitted to use GenAI tools for such activities, except for your **reflection assignments and class discussions, because I would like to hear your own summaries and reactions to the events and of course for you to participate in genuine student-to-student interactions with your classmates in the Discussion assignments.** Your written assignments should be your own original work.

If I suspect that you have used GenAI on an assignment for which it is prohibited, I will ask you to explain your process for completing the assignment in question. Submission of GenAI-generated content as your own original work is considered a violation of Ohio State's Academic Integrity policy and [Code of Student Conduct](#) because the work is not your own. The unauthorized use of GenAI tools will result in referral to the [Committee on Academic Misconduct](#).

## OHIO STATE'S ACADEMIC INTEGRITY POLICY

Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the university's [Code of Student Conduct](#), and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the university's *Code of Student Conduct* and this syllabus may constitute "Academic Misconduct."

The Ohio State University's *Code of Student Conduct* (Section 3335-23-04) defines academic misconduct as: "Any activity that tends to compromise the academic integrity of the university or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the university's *Code of Student Conduct* is never considered an excuse for academic misconduct, so I recommend that you review the *Code of Student Conduct* and, specifically, the sections dealing with academic misconduct.

**If I suspect that a student has committed academic misconduct in this course, I am obligated by university rules to report my suspicions to the Committee on Academic Misconduct.** If COAM determines that you have violated the university's *Code of Student*

*Conduct* (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the university.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

Other sources of information on academic misconduct (integrity) to which you can refer include:

- The Committee on Academic Misconduct web pages ([COAM Home](#))
- *Ten Suggestions for Preserving Academic Integrity* ([Ten Suggestions](#))
- *Eight Cardinal Rules of Academic Integrity* ([www.northwestern.edu/uacc/8cards.htm](http://www.northwestern.edu/uacc/8cards.htm))

## Copyright disclaimer

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

## Statement on Title IX

All students and employees at Ohio State have the right to work and learn in an environment free from harassment and discrimination based on sex or gender, and the university can arrange interim measures, provide support resources, and explain investigation options, including referral to confidential resources.

If you or someone you know has been harassed or discriminated against based on your sex or gender, including sexual harassment, sexual assault, relationship violence, stalking, or sexual exploitation, you may find information about your rights and options at [titleix.osu.edu](http://titleix.osu.edu) or by contacting the Ohio State Title IX Coordinator at [titleix@osu.edu](mailto:titleix@osu.edu). Title IX is part of the Office of Institutional Equity (OIE) at Ohio State, which responds to all bias-motivated incidents of harassment and discrimination, such as race, religion, national origin and disability. For more information on OIE, visit [equity.osu.edu](http://equity.osu.edu) or email [equity@osu.edu](mailto:equity@osu.edu).

## Intellectual Diversity

Ohio State is committed to fostering a culture of open inquiry and intellectual diversity within the classroom. This course will cover a range of information and may include discussions or debates about controversial issues, beliefs, or policies. Any such discussions and debates are intended to support understanding of the approved curriculum and relevant course objectives

rather than promote any specific point of view. Students will be assessed on principles applicable to the field of study and the content covered in the course. Preparing students for citizenship includes helping them develop critical thinking skills that will allow them to reach their own conclusions regarding complex or controversial matters.

## Grievances and Solving Problems

A student who encounters a problem related to his/her educational program has a variety of avenues available to seek resolution. (Note: the procedures for grade grievances are explicitly covered in the faculty rules) Typically, a student is advised to resolve any dispute, disagreement, or grievance as directly as possible, engaging with the person or persons most closely involved. The faculty and staff of the departments and colleges are available to work with students in this regard. If this step does not produce acceptable results, the student should follow a logical stepwise progression to address the academic concerns.

According to University Policies, if you have a problem with this class, you should seek to resolve the grievance concerning a grade or academic practice by speaking first with the instructor or professor. Then, if necessary, take your case to the department chairperson, college dean or associate dean, and to the provost, in that order. Specific procedures are outlined in Faculty Rule 3335-8-23. Grievances against graduate, research, and teaching assistants should be submitted first to the supervising instructor, then to the chairperson of the assistant's department.

## Your mental health

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. If you find yourself feeling isolated, anxious or overwhelmed, please know that there are resources to help: [ccs.osu.edu](https://ccs.osu.edu). You can reach an on-call counselor when CCS is closed at (614) 292-5766 and 24 hour emergency help is also available through the 24/7 National Prevention Hotline at 1-(800)-273-TALK or at [suicidepreventionlifeline.org](https://suicidepreventionlifeline.org). The Ohio State Wellness app is also a great resource available at [go.osu.edu/wellnessapp](https://go.osu.edu/wellnessapp).

## Religious accommodations

*Our inclusive environment allows for religious expression. Students requesting accommodations based on faith, religious or a spiritual belief system in regard to examinations, other academic requirements or absences, are required to provide the instructor with written notice of specific dates for which the student requests alternative accommodations at the earliest possible date. For more information about religious accommodations at Ohio State, visit [odi.osu.edu/religious-accommodations](https://odi.osu.edu/religious-accommodations).*

## **Weather or other short-term closing**

Following [Policy 6.15](#) (Weather or Other Short-Term Closing):

# **ACCESSIBILITY ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES**

## **Requesting accommodations**

The university strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability including mental health, chronic or temporary medical conditions, please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. **SLDS contact information:** [slds@osu.edu](mailto:slds@osu.edu); 614-292-3307; 098 Baker Hall, 113 W. 12<sup>th</sup> Avenue.

## **Accessibility of course technology**

This course requires use of Carmen (Ohio State's learning management system) and perhaps other online communication and multimedia tools. If you need additional services to use these technologies, please request accommodations with your instructor.

- [CarmenCanvas accessibility](#)
- Streaming audio and video
- [CarmenZoom accessibility](#)
- Collaborative course tools

## COURSE SCHEDULE

\*There are no assigned reading for this seminar course.

WEEK	DATE	TOPICS, *READINGS, ASSIGNMENTS, DUE DATES
1	August 29	Discussion Post: Student Introductions
2	September 1	<b>Labor Day; No classes, offices closed</b>
2	September 5	Discussion Post: Response to 2 student introduction posts
3	September 12	Discussion Post: Event Recommendation #1
3	September 12	First draft of MENR Seminar Journal – List of Events
4	September 19	Discussion Post: Event Recommendation #2
5	September 26	Seminar Journal Update with September Event Summaries
6	October 3	2 <sup>nd</sup> Draft of Seminar Journal - List of Events (updated/revised)
8	October 16-17	<b>Fall Break; no classes, offices open</b>
9	October 24	Seminar Journal Update with October Event Summaries
9	October 24	Discussion Post: Reflect on a Seminar experience
10	October 31	Discussion Post: Respond to 2 student reflection posts
12	November 11	<b>Veterans Day; no classes, offices closed</b>
13	November 21	Seminar Journal Update with November Event Summaries
14	November 26-28	<b>Thanksgiving Break; no classes, offices closed 11/21-11/22</b>
15	December 5	Final Seminar Journal Update with Complete Seminar List and all Event Summaries
16	December 10	Last Day of Classes