

SYLLABUS

ENR 2191

Professional Practice in Environment and Natural Resources
Autumn 2025

COURSE OVERVIEW

Instructor

Instructor: Lucia Hadella, SENR Career Advisor

- Email address: hadella.1@osu.edu

Grading Assistance: Meagan Toohey, SENR Career Advisor

- Email address: toohey.4@osu.edu

Phone number: 614-292-2265

Office hours: By appointment. Schedule at go.osu.edu/senrcareeradvising

Course meetings

Field Experience

Course description

Full-time practical professional experience in an environmental/natural resources field.

The course serves to intimately acquaint students with the important operations and administration of a variety of environment and natural resources programs and services. Preference is placed on exposure to as many aspects of comprehensive resource management as possible.

Internship experiences are a critical part of career preparation, allowing students to practice in the field what they have learned in the classroom. This course provides reflection and evaluation for a student's professional practice internship experience. This is completed both during the internship experience and upon internship completion. This course will provide a

mechanism for students to have career-related conversations with their faculty mentor and discuss the value of the experience to their career pathway, as well as share their experiences with other students.

Prerequisite or Co-concurrently

ENR 3191

Credit hours

1 Credit

Course learning outcomes

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

- Self-monitor their progress toward accomplishing their learning objectives set in ENR 3191 by reflecting on and revising their objectives as needed throughout the internship.
- Assess and reflect on their interest and “fit” for a particular position/career area within the field of environment and natural resources.
- Reflect on and evaluate their internship experience, communicating about it to fellow students and their faculty mentor.
- Gain a combination of transferrable and field-specific skills and abilities.
- Learn from professionals in the field of environment and natural resources and build professional connections.

COURSE MATERIALS AND TECHNOLOGIES

Textbooks

NONE

Course technology

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

- **Self-Service and Chat support:** <http://ocio.osu.edu/selfservice>
- **Phone:** 614-688-HELP (4357)
- **Email:** 8help@osu.edu

- **TDD:** 614-688-8743

BASELINE TECHNICAL SKILLS FOR ONLINE COURSES

- Basic computer and web-browsing skills
- Navigating Carmen: for questions about specific functionality, see the [Canvas Student Guide](#).
- For more information about Carmen or to request help, see: <https://resourcecenter.odee.osu.edu/carmencanvas>

REQUIRED EQUIPMENT

- Computer: current Mac (OS X) or PC (Windows 7+) with high-speed internet connection
- Other: a mobile device (smartphone or tablet) or landline to use for BuckeyePass authentication

REQUIRED 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.
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click "Enter a Passcode" and then click the "Text me new codes" button that appears. This will text you ten passcodes good for 365 days that can each be used once.
- 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 the IT support staff will work out a solution with you.

GRADING AND FACULTY RESPONSE

This class is graded Satisfactory/Unsatisfactory. You must complete all assignments in order to complete the course.

ASSIGNMENT CATEGORY	DUE DATE	SCORING
Student Evaluation	Sunday, 8/31	10
Poster Presentation Sign-Up	Friday, 9/5	10
Employer Evaluation	Sunday, 9/7	10
Final Summary	Sunday, 9/28	10
Poster Submission	Sunday, 10/5	20
Digital Internship Story	Sunday, 10/12	20
Poster Presentation	Monday, 10/27	20

Assignments

Poster Presentation Sign-Up

All students must sign up for a presentation session to show their posters at the SENR Student Experience Expo in Kottman Hall.

Student and Employer Evaluations

The Student Evaluation is for the student to complete and evaluate the quality of experience with that employer. The Employer Evaluation is for the supervisor to complete as a performance review with the student.

Internship Poster

Students will create a professional digital poster highlighting their internship experience. The poster will be added to the SENR website in the Digital Internship Gallery by the end of the semester.

Final Summary

Students will write a thoughtful, grammatically conscious summary reflecting on their learning objectives and then contemplating the year ahead in about 2 pages. The summary should be a response to a series of questions related to the student's learning outcomes and future plans. See additional instructions in course content.

Digital Internship Story

Students will create a 2-5-minute digital internship story that is a visual representation of their

experience. The video will be added to the SENR website in the Digital Internship Gallery at the end of the semester.

Poster Presentation

Students present their internship posters at the SENR Student Experience Expo in Kottman Hall.

Late assignments

Late submissions will be accepted if prior arrangement has been made between the student and instructor. If no prior arrangement was made, late assignments may not be accepted, though student is still expected to communicate with instructor to determine if there is an option for late completion. Instructor will consider: how late the assignment is already, the nature of the assignment (connected to event, requires employer feedback, etc.), reason for missing assignment.

Grading scale

- Final grades in for the class are reflected as Satisfactory/Unsatisfactory.
- Each assignment is worth a certain number of points. A complete assignment will generally be awarded full points unless it falls short of assignment requirements.
- Points may be deducted for an assignment if the assignment is partially complete. The student may request the opportunity to resubmit a revised assignment for additional points by contacting the instructor at Hadella.1@osu.edu . The request should be made within 1 week from when the assignment grade is posted.
- **Passing the class**
There are 100 available points in the class. A student must earn at least 95 points to receive a “Satisfactory” final grade. ***Please note that this means that any missing assignments will result in an “Unsatisfactory” final grade.***

Faculty feedback and response time

I am providing the following list to give you an idea of my intended availability throughout the course. (Remember that you can call **614-688-HELP** at any time if you have a technical problem.)

- **Grading and feedback:** For larger assignments (1 page or longer), you can generally expect feedback within **7 days**.

- **E-mail:** I will reply to e-mails within 2 business days and will respond within the hours of 8:00am-5:00pm.
- **Students are expected to look ahead at all assignments at the start of the term and again a week before each due date.** Last-minute questions and requests for accommodations may not be received with enough time to be addressed.

PARTICIPATION

Student participation requirements

I will post announcements in Carmen throughout the semester. I recommend logging into Carmen and checking the announcements for this class at least once per week.

SENR Student Experience Expo Participation Q&A:

Q. I have a class at that time. What do I do?

A. Discuss the time conflict with your professor **at the start of the semester** and determine whether you can miss an hour of class to attend the Poster Forum. **Be respectful of the professor's judgement and decision.** If missing class isn't an option, or it will be too disruptive to your progress in the class, then do not miss class. Email me promptly at hadella.1@osu to discuss an alternative.

Q. I usually work at that time. What do I do?

A. You are given notice of the Poster Forum date and time as early as possible so that you have time to discuss the time conflict with your manager and adjust your schedule for that day. Remind your manager that this is a class requirement and a professional development opportunity. If you still cannot arrange to attend, let me know as soon as possible at hadella.1@osu.edu to arrange an alternative. Missing the event at the last minute because you didn't ask off work will not be an acceptable excuse.

UNIVERSITY POLICIES AND IMPORTANT INFORMATION

Academic Misconduct/Academic Integrity

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 the instructor for this course.

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.

Artificial Intelligence and Academic Integrity

There has been a significant increase in the popularity and availability of a variety of generative artificial intelligence (AI) tools, including ChatGPT, Sudowrite, and others. These tools will help shape the future of work, research and technology, but when used in the wrong way, they can stand in conflict with academic integrity at Ohio State.

All students have important obligations under the Code of Student Conduct to complete all academic and scholarly activities with fairness and honesty. Our professional students also have the responsibility to uphold the professional and ethical standards found in their respective academic honor codes. Specifically, students are not to use unauthorized assistance in the laboratory, on field work, in scholarship, or on a course assignment unless such assistance has been authorized specifically by the course instructor. In addition, students are not to submit their work without acknowledging any word-for-word use and/or paraphrasing of writing, ideas or other work that is not your own. These requirements apply to all students undergraduate, graduate, and professional.

To maintain a culture of integrity and respect, these generative AI tools should not be used in the completion of course assignments unless an instructor for a given course specifically authorizes their use. Some instructors may approve of using generative AI tools in the academic setting for specific goals. However, these tools should be used only with the explicit and clear permission of each individual instructor, and then only in the ways allowed by the instructor.

Disability Accommodations

The university strives to maintain a healthy and accessible environment to support student learning in and out of the classroom. 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.

If you are ill and need to miss class, including if you are staying home and away from others while experiencing symptoms of a viral infection or fever, please let me know immediately. In cases where illness interacts with an underlying medical condition, please consult with Student Life Disability Services to request reasonable accommodations. You can connect with them at slds@osu.edu; 614-292-3307; or slds.osu.edu.

Counseling and Consultation Services/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 or someone you know are suffering from any of the aforementioned conditions, you can learn more about the broad range of confidential mental health services available on campus via the Office of Student Life's Counseling and Consultation Service (CCS) by visiting ccs.osu.edu or calling 614-292-5766. CCS is located on the 4th floor of the Younkin Success Center and 10th floor of Lincoln Tower.

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 by dialing 988 to reach the Suicide and Crisis Lifeline.

For students in the College of Food, Agricultural, and Environmental Sciences, David Wirt, wirt.9@osu.edu, is the CFAES embedded mental health counselor on the Columbus campus. To contact David, please call 614-292-5766. Students should mention their affiliation with CFAES if interested in speaking directly with David.

Creating an environment free from harassment, discrimination, and sexual misconduct

The Ohio State University is committed to building and maintaining a community to reflect diversity and to improve opportunities for all. All Buckeyes have the right to be free from harassment, discrimination, and sexual misconduct. Ohio State does not discriminate on the basis of age, ancestry, color, disability, ethnicity, gender, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, pregnancy (childbirth, false pregnancy, termination of pregnancy, or recovery therefrom), race, religion, sex, sexual orientation, or protected veteran status, or any other bases under the law, in its activities, academic programs, admission, and employment. Members of the university community also have the right to be free from all forms of sexual misconduct: sexual harassment, sexual assault, relationship violence, stalking, and sexual exploitation.

To report harassment, discrimination, sexual misconduct, or retaliation and/or seek confidential and non-confidential resources and supportive measures, contact the Civil Rights Compliance Office:

Online reporting form at civilrights.osu.edu
 Call 614-247-5838 or TTY 614-688-8605,
 Or Email civilrights@osu.edu

The university is committed to stopping sexual misconduct, preventing its recurrence, eliminating any hostile environment, and remedying its discriminatory effects. All university employees have reporting responsibilities to the Civil Rights Compliance Office to ensure the university can take appropriate action:

- All university employees, except those exempted by legal privilege of confidentiality or expressly identified as a confidential reporter, have an obligation to report incidents of sexual assault immediately.
- The following employees have an obligation to report all other forms of sexual misconduct as soon as practicable but at most within five workdays of becoming aware of such information: 1. Any human resource professional (HRP); 2. Anyone who supervises faculty, staff, students, or volunteers; 3. Chair/director; and 4. Faculty member.

In addition, this course adheres to **The Principles of Community** adopted by the College of Food, Agricultural, and Environmental Sciences. These principles can be found at <https://cfaes.osu.edu/about/cfaes-principles-community>. If you have been a victim of or a witness to harassment or discrimination or a bias incident, you can report it online and anonymously (if you choose) at <https://civilrights.osu.edu/>.

Intellectual Diversity

(See: <https://compliance.osu.edu/focus-areas/sb1/intellectual-diversity#intellectual-diversity-syllabus-language>)

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.

Religious accommodations *(updated 22 August 2023 to reflect Board of Trustees approved language)*

Ohio State has had a longstanding practice of making reasonable academic accommodations for students' religious beliefs and practices in accordance with applicable law. In 2023, Ohio State updated its practice to align with new state legislation. Under this new provision, students must be in early communication with their instructors regarding any known accommodation requests for religious beliefs and practices, providing notice of specific dates for which they request alternative accommodations within 14 days after the first instructional day of the course. Instructors in turn shall not question the sincerity of a student's religious or spiritual belief system in reviewing such requests and shall keep requests for accommodations confidential.

With sufficient notice, instructors will provide students with reasonable alternative accommodations with regard to examinations and other academic requirements with respect to students' sincerely held religious beliefs and practices by allowing up to three absences each semester for the student to attend or participate in religious activities. Examples of religious accommodations can include, but are not limited to, rescheduling an exam, altering the time of a student's presentation, allowing make-up assignments to substitute for missed class work, or flexibility in due dates or research responsibilities. If concerns arise about a requested accommodation, instructors are to consult their tenure initiating unit head for assistance.

A student's request for time off shall be provided if the student's sincerely held religious belief or practice severely affects the student's ability to take an exam or meet an academic requirement and the student has notified their instructor, in writing during the first 14 days after the course begins, of the date of each absence. Although students are required to provide notice within the first 14 days after a course begins, instructors are strongly encouraged to work with the student to provide a reasonable accommodation if a request is made outside the notice period. A student may not be penalized for an absence approved under this policy.

If students have questions or disputes related to academic accommodations, they should contact their course instructor, and then their department or college office. For questions or to report discrimination or harassment based on religion, individuals should contact the [Civil Rights Compliance Office](#).

Policy: [Religious Holidays, Holy Days and Observances](#)

Weather or other short-term closing

(Note: Following [Policy 6.15](#) (Weather or Other Short-Term Closing), faculty are to notify students of alternative teaching methods when in-person classes are canceled. Alternative teaching methods can include virtual synchronous class meetings or asynchronous activities, including but not limited to videos, podcasts, supplemental readings, or discussion posts. It is at the discretion of the instructor as to which alternative method of teaching will occur when in-person classes have been canceled under the Weather or Other Short-Term Closing Policy. Instructors teaching multiple sections of the same course are to consult with their TIU head to ensure consistency with the course continuity plan. Communication begins the first week of the new term. Faculty are to discuss their continuity plan with students and include language in their syllabus.

Although Ohio State strives to remain open to ensure continuity of services to students and the public, extreme conditions can warrant the usage of the university's [Weather or Other Short-Term Closing Policy](#). Please [visit this webpage](#) to learn more about preparing for potential closings and planning ahead for winter weather.