



Course Title: Capstone
Course #: ENV 464

Credit Hours: 3
Semester: Spring 2022
Cap: 5

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Office Hours: M & W 11am – 12:30pm (or by appointment)

Preferred Communication: Email

Modality (face-to-face, hybrid, or online): Face-to-face

Class Location: Tech 301

Class Meeting Times: Thursday 1 pm – 4 pm; Additionally, special classes will be assigned for extra class hours.

Required Materials:

Textbooks: None

Reading Materials: Will be provided by the instructor

Lab Fee (if applicable): None

Mission Statement

Navajo Technical University's mission is to provide University readiness programs, certificates, associate, baccalaureate, and graduate degrees. Students, faculty, and staff will provide value to the Diné community through research, community engagement, service learning, and activities designed to foster cultural and environmental preservation and sustainable economic development. The University is committed to a high quality, student-oriented, hands-on-learning environment based on the Diné cultural principles: *Nitsáhákees, Nahátá, Íina, Siihasin.*

Course Description

This course will provide students an opportunity to develop research and analytical skills needed to design an independent project in the field of Environmental Science. In this course students will learn how to write a senior level college research paper. This final research paper will be at least 15 pages double spaced. Cover page and literature cited will be excluded from the page limit. In the first part of the course, students will learn how to collect and analyze information from available literature, how to organize conceptual ideas logically, how to write introduction, materials and methods, results and discussion sections. Students will need to provide their project topic and need to perform a short presentation during the initial tenure of the course. A draft paper will due in lieu of the midterm exam. This draft paper will not be the part of the actual grading and will carry extra credit. Students will continue to work on their personal project and will work one on one with the instructor. At the end of the class the final paper will be due and students need to follow all the guidelines to write the paper. Students

will also need to give a 15-20 mins presentation on their final paper. The presentation will be followed by a 5 mins Q&A section.

Course Outcomes	Course Measurements
At the end of the course, students will be able to:	Complete reading assignments, writing assignments, review assignments, presentation, and research paper writing.
1. Perform a comprehensive literature search and properly summarize findings	
2. Translate project ideas into realistic work plans	
3. Professionally present work plans	
4. Write reports and journal articles	

Course Activities

Week	Date	Chapters	Assignments
1		Introduction; Syllabus discussion; Review of appropriate library resources. Address how to avoid plagiarism	
		Last day to add/drop	
2		Planning for writing a successful research paper. Writing titles and abstracts	Read: Provided materials
3		Writing project narratives. What to be included in Materials and Methods, Results and Discussion sections	Read: Provided materials
4		Discussion on potential topics for individual projects	
5		Discussion on potential topics for individual projects	
		Graduation Petition is due	
6		Initial proposal preparation	Submit draft proposals
7		Work on your proposal	
8		Submit draft proposal (addressing comments from instructor and peers)	Midterm
		Midterm grades are due	
9		Feedback on your project	
10		Spring Break	
11		Work on your project and final report writing	
		Last day to withdraw with a "W"	
12		Work on your project and final proposal writing	
13		Work on your project and final proposal writing	

14		Citation: how to use proper in-text citation, and how to prepare the list of references. Review different literature citation format: APA, MLA etc.	Prepare your list of references based on your literature review
15		Student Presentation: 15-20 mins PowerPoint presentation followed by 5 mins Q&A	
16		No Class	
17		Submission of Final Project Report (Email submission by 5pm)	Finals
		Grades are due to the Registrar	
		Graduation	

Grading Plan

Initial Presentation	20%
Final Presentation	30%
Final Paper	40%
Class Participation	10%

A = 100 - 90%
B = 89 - 80%
C = 79 - 70%
D = 69 - 60%
F < 60%

Grading Policy

Each student must do his or her own homework and case studies. Discussion among students on homework and cases is encouraged for clarification of assignments, technical details of using software, and structuring major steps of solutions - especially on the course's Web site. Students must do their own work on the homework and exam. Cheating and Plagiarism are strictly forbidden. Cheating includes but is not limited to: plagiarism, submission of work that is not the student's own, submission or use of falsified data, unauthorized access to exam or assignment, use of unauthorized material during an exam, supplying or communicating unauthorized information for an assignment or exam.

Participation

Students are expected to attend and participate in all class activities- as listed above, as it is **10% of the grade**. Points will be given to students who actively participate in class activities.

Cell phone and headphone use

Please turn cell phones off or place them on silence or vibrate mode **before** coming to class. Also, answer cell phones **outside of class** (not in the classroom). Exercising cell phone use courtesy is appreciated by both the instructor and classmates. Headphones are to be removed before coming to class.

Attendance Policy

Students are expected to regularly attend all classes for which they are registered. A percentage of the student's grade will be based on class attendance and participation. Absence from class, regardless of the reason, does not relieve the student of his/her responsibility to complete all course work by the required deadlines. Furthermore, it is the student's responsibility to obtain notes, handouts, and any other information covered when absent from class and to arrange to make up any in-class assignments or tests if permitted by the instructor. Incomplete or missing assignments will necessarily affect the student's grades. Instructors will report excessive and/or unexplained absences to the Counseling Department for

investigation and potential intervention. **Instructors may drop students from the class after three (3) absences unless prior arrangements are made with the instructor to make up work and the instructor deems any excuse acceptable.**

Study Time Outside of Class for Face-to-Face Courses

For every credit hour spent in a class, a student is expected to spend two hours (2) outside of class studying the course materials.

Study Time for Hybrid or Blended Courses

For a hybrid or blended course of one (1) credit hour, a student is expected to spend three (3) hours per week studying the course materials.

Study Time for Online Courses

For an online course of one (1) credit hour, a student is expected to spend four hours (4) per week studying the course materials.

Academic Integrity

Integrity (honesty) is expected of every student in all academic work. The guiding principle of academic integrity is that a student's submitted work must be the student's own. Students who engage in academic dishonesty diminish their education and bring discredit to the University community. Avoid situations likely to compromise academic integrity such as: cheating, facilitating academic dishonesty, and plagiarism; modifying academic work to obtain additional credit in the same class unless approved in advance by the instructor, failure to observe rules of academic integrity established by the instructor. **The use of another person's ideas or work claimed as your own without acknowledging the original source is known as plagiarism and is prohibited.**

Diné Philosophy of Education

The Diné Philosophy of Education (DPE) is incorporated into every class for students to become aware of and to understand the significance of the four Diné philosophical elements, including its affiliation with the four directions, four sacred mountains, the four set of thought processes and so forth: Nitsáhákees, Nahátá, Íina and Siihasin which are essential and relevant to self-identity, respect and wisdom to achieve career goals successfully.

Students with Disabilities

The Navajo Technical University and the Environmental Science and Natural Resources program are committed to serving all enrolled students in a non-discriminatory and accommodating manner. Any student who feels he/she may need an accommodation based on the impact of disability or needs special accommodations should inform NTU in accordance with the procedures of the subsection entitled "Students with Disabilities" under Section 7: Student Support Programs, NTU Student Handbook.

Final Exam Date: May 12, 2022