

# Service Learning Spring 2015

**Time and Place:** M 3:00-3:50 RS 236      **E-mail:** lcarter@pointloma.edu  
**Instructor:** Lori Carter, Ph.D.      **Office:** RS214  
**Phone:** 849-2352

## Office hours:

MWF 8:30-9:30, 1:00-1:30

TTh 10:30-11:30, 2:30-3:30

## Course Objective:

Provide a service for a non-profit organization while getting real-world experience in interdisciplinary teams using skills gained from Mathematics, Computer Science, Computational Science and Information Systems education.

## Course Learning Outcomes:

Students will be able to apply their technical knowledge to solve problems.

Students will communicate effectively orally and in writing.

Students will collaborate effectively in teams.

## Course Organization:

This class will be broken down into formal in-class time, and more flexible group time. Both are essential, and required.

## Class time will be used for:

- Team meetings
- Giving and listening to progress reports
- Reflections and peer evaluations

## Time outside of class (2 hours per week) will be spent:

- Implementing project
- Planning briefs and presentations
- Writing final paper

## Important Dates:

Jan 21: Semester goal clearly written up and signed by mentor and Dr. Carter

Jan 26: Gantt Chart with individual assignments brought to class

Feb. 2, 9, 16, 23: informal verbal progress reports in class

Feb. 16: Peer evaluations in class, instructions given on final paper

Mar 2: Progress presentation, reflection

first day to potentially finish – finishing means that your project goal has been reached and your final paper is completed to the satisfaction of Dr. Carter

After March 2 weekly progress reports and peer evaluations every 3 weeks are required until completion

## Grading:

This class is taken for credit only. You will receive credit if your team reaches their goal, your final paper is adequately completed by May 1, and your individual goals are met. Individual goals include participation in the formal progress presentation, completion of reflection and peer evaluations (as many as your group requires) as scheduled, and you receive at least an average of 2.1 on a scale of 3 on the evaluations that

your peers complete for you. If any of these criteria are not met, there is a good chance that you will not receive credit, but the professor will make the final determination.

**Attendance:** Attendance is expected at each class session. In the event of an absence you are responsible for the material covered in class and the assignments given that day. Regular and punctual attendance at all classes in which a student is registered is considered essential to optimum academic achievement. Therefore, regular attendance and participation in each course are minimal requirements to be met. There are no allowed or excused absences except when absences are necessitated by certain university-sponsored activities and are approved in writing by the Provost. Whenever the number of accumulated absences in a class, for any cause, exceeds ten percent of the total number of class meetings, the faculty member has the option of filing a written report to the Vice Provost for Academic Administration which may result in de-enrollment, pending any resolution of the excessive absences between the faculty member and the student...If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of W or WF (no grade). There are no refunds for courses where a de-enrollment was processed." (see catalog for full text).

**Academic Accommodations:** While all students are expected to meet the minimum academic standards for completion of this course as established by the instructor, students with disabilities may require academic accommodations. At Point Loma Nazarene University, students requesting academic accommodations must file documentation with the Disability Resource Center (DRC), located in the Bond Academic Center. Once the student files documentation, the Disability Resource Center will contact the student's instructors and provide written recommendations for reasonable and appropriate accommodations to meet the individual needs of the student. This policy assists the University in its commitment to full compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities (ADA) Act of 1990, and ADA Amendments Act of 2008, all of which prohibit discrimination against students with disabilities and guarantees all qualified students equal access to and benefits of PLNU programs and activities. Students with learning disabilities who may need accommodations should discuss options with the instructor during the first two weeks of class.

**Class Enrollment:** It is the student's responsibility to maintain his/her class schedule. Should the need arise to drop this course (personal emergencies, poor performance, etc.), the student has the responsibility to follow through (provided the drop date meets the stated calendar deadline established by the university), not the instructor. Simply ceasing to attend this course or failing to follow through to arrange for a change of registration (drop/add) may easily result in a grade of F on the official transcript.

**Academic Honesty:** The Point Loma Nazarene University community holds the highest standards of honesty and integrity in all aspects of university life. Academic honesty and integrity are strong values among faculty and students alike. Any violation of the university's commitment is a serious affront to the very nature of Point Loma's mission and purpose. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. Such acts include plagiarism, copying of class assignments, and copying or other fraudulent behavior on examinations. For more details on PLNU's policy go to: <http://www.pointloma.edu/experience/academics/catalogs/undergraduate-catalog/point-loma-education/academic-policies> A student who is caught cheating on any item of work will receive a zero on that item and may receive an "F" for the semester. See the PLNU Catalog for a further explanation of the PLNU procedures for academic dishonesty.