AL499 Capstone Seminar

Syllabus – Fanuchånan (Fall) 2022

| AL499 | Tuesday, 8:00AM - 10:50AM, ALS Building RM 125B |
| --- | --- |
| **AL499 Instructor:** | Dr. Kuan-Ju Chen |
| **Office:** RM 228A | **Phone:** (671) 735-2053 | chenkj@triton.uog.edu |
| **Office Hours:** | Tuesday, 11:00AM - 12:00PM or by appointment |

 **Course Communication:** moodle.uog.edu

**Moodle Help:** Email moodlehelp@triton.uog.edu or call 735-2620/1

**Course Description**

In this course, Agriculture and Life Sciences seniors complete a variety of written and oral assignments designed to demonstrate mastery in analysis and synthesis of accumulated, learned knowledge in their chosen field with special emphasis on their prerequisite Internship or Special Projects experience. Students complete 1.5 hrs of directed activities and 1.5 hrs of independent work weekly.

**Prerequisites:** Three credit hours of AL490 or AL498.

**Course Content**

Course will include 1.5hrs of directed activities and 1.5hrs of independent work weekly. Refer to Calendar at the end of this document.

**Student Learning Outcomes**

| Expected Student Learning Outcomes (SLOs) | PLOs | ILOs | Assessment |
| --- | --- | --- | --- |
| Demonstrates ability to critically analyze and interpret collected data in the chosen field of study. | 3 | 1, 2 | Final Capstone Paper |
| Demonstrates ability to synthesize content knowledge of various subjects related to the chosen technical or professional field of study. | 1 | 1, 7 | Final Capstone Paper, Oral presentation, Professional exhibit |
| Demonstrate professional communication skills (written and oral) appropriate to the chosen field of study. | 4 | 3, 4, 5 | Final Capstone Paper, Oral presentation, Professional exhibit |

**ALS Program Learning Objectives (PLOs)**

*PLO1 - Disciplinary Knowledge and Skills:* Graduates will demonstrate integrated knowledge in their chosen fields of study and related sciences.

*PLO2 - Research Skills:* Graduates possess critical thinking and analytical skills. Graduates are competent in basic procedures and safety protocols in conducting research. Graduates can use their knowledge and understanding of scientific concepts to explain and solve problems in their field.

*PLO3 - Analytical Skills:* Graduates can apply quantitative and/or qualitative analytical methods in agriculture and the life sciences.

*PLO4 - Communication Skills:* Graduates can gather and assess information and use it to create effective research and outreach communication media and oral presentations.

*PLO5 - Ethics and Professionalism:* Graduates understand the ethical principles underlying research, publication, and professional behavior. Graduates can demonstrate teamwork and networking skills, and understand the importance of providing correct credit for others’ work.

*PLO6 - Multicultural Competence:* Graduates will develop cross-cultural respect and a foundation for lifelong multicultural competence.

*PLO7 - Lifelong Learning and Integration of Knowledge from the Sciences and the Arts:* Graduates can empower themselves through life-long learning to enhance their knowledge base, and demonstrate an ability to integrate knowledge from the sciences and the arts.

**UOG Institutional Student Learning Objectives (ILOs)**

For more information about the following ILOs, please refer to [www.uog.edu/adminstration/academic-and-student-affairs/accreditation/assessment-and-program-review](http://www.uog.edu/adminstration/academic-and-student-affairs/accreditation/assessment-and-program-review).

* 1. Mastery of critical thinking and problem solving
	2. Mastery of quantitative analysis
	3. Effective oral and written communication
	4. Understanding and appreciation of culturally diverse people, ideas and values in a democratic context
	5. Responsible use of knowledge, natural resources, and technology
	6. An appreciation of the arts and sciences
	7. An interest in personal development and lifelong learning

**Required texts**

Required and supplemental readings will be provided electronically via Moodle and emails.

**Withdrawal dates**

The deadline for ‘Voluntary Withdrawal’ is October 5, 2022; you must withdraw at the UOG Records Office. If you want to withdraw after this date, you must file a ‘Petition for Withdrawal’ by December 9, 2022. Forms are available at the UOG Admissions and Records Office.

**COVID Statement**

The University of Guam is experiencing continued disruption to delivery of instruction during the global coronavirus pandemic.  The University will follow executive orders and may be forced to close again, causing more modifications as the semester progresses.  All changes will be posted on the UOG website, www.uog.edu.

* 1. Contact OIT for technical support at 735-2630 or oit@triton.uog.edu
	2. Contact the Triton Advising Center at 735 – 2271 or tac@triton.uog.edu
	3. Contact Isa Psychological Services center at 735-2883 or isa@triton.uog.edu

Patience, respect, and cooperation are needed from all of us to persist through these uncomfortable times.

**Academic Integrity Policy**

Academic Integrity is about performing in your role as student in ways that are honest, trustworthy, respectful, responsible, and fair (see [www.academicintegrity.org](http://www.academicintegrity.org) for more information). As a student, you will complete your academic assignments in the manner expected by the instructor. Academic dishonesty, including but not limited to cheating and plagiarism may result in suspension or expulsion from the University. Refer to the UOG Student Handbook and Code of Conduct for more information.

**Tobacco Policy**

The University of Guam is a tobacco-free campus and has a total ban on sales, smoking, distribution and use of tobacco and tobacco-based products on campus. UOG is committed to promoting the health, wellness and social well-being of the University Community, the people of Guam and the Western Pacific.

**Americans With Disabilities Act Amendments Act (ADAAA) Accommodation Services**

The University is committed to providing an inclusive and welcoming environment for all members of our community. Federal and local laws protect the University community from any act of sex discrimination. Such acts violate the essential dignity of our community members. If you need assistance with EEO (Equal Employment Opportunity) and/or Title IX concerns, please contact the Director of EEO/ADA & TITLE IX Office at 671-735-2244, 671-735-2971, TDD 671-735-2243 or eeo-ada@triton.uog.edu.

For individuals covered under the ADA (Americans with Disabilities Act), if you are a ***student*** with a disability requiring academic accommodation(s), please contact the Student Counseling and Advising Service Accommodations Office to discuss our confidential request. Please provide an accommodation letter from the Disability Support Services/Student Counseling and Advising Service Accommodation counselor. To register for academic accommodations, please contact or visit the Student Center, Rotunda office #6, disabilitysupport@triton.uog.edu or telephone/(TDD) 671-735-2460.

For applicants or employees with a disability requiring employment or workplace accommodation(s), please contact the Director of EEO/ADA and TITLE IX Office to discuss your specific needs. Please provide documentation concerning your disability and the need for employment or workplace accommodation. Our office is located at the Iya Hami Hall, Dorm 2, right side entrance, first floor, Room 104 and our contact numbers are indicated above.

**Statement of Personal Protection and Safety**

The University is committed to providing an inclusive and welcoming environment for you and all members of our community. The University values safety, diversity, education, and equity and is firmly committed to maintaining a campus environment free from all forms of sexual misconduct.

If you are experiencing sexual harassment, sexual assault, sex offenses, domestic violence, dating violence, stalking, or inappropriate amorous relationships, please report to me promptly and I will help connect you with the proper authorities and resources. This includes:

Victim Advocates Reaching Out (VARO) - (671) 477-5552 (24-hr hotline)

Healing Hearts Crisis Center - (671) 647-5351

In the case of emergency, please dial 911

Student victims may obtain on-campus assistance at Student Counseling Services, Isa Psychological

Services, and the VAWPP. These offices shall also make appropriate referrals to off-campus services.

Please check with University of Guam Endowment Foundation for “Lauren McCluskey Scholarship” to support victims of domestic violence at info@uogendowment.org or [www.laurenmccluskey.org](http://www.laurenmccluskey.org).

**Videotaping Presentations of Graduating Seniors**

To measure oral communication skills, final presentations made in capstone courses or capstone experiences will be videotaped for the purpose of assessing oral communication skills by trained faculty. The results of these assessments will provide the University with information directly from students to help us improve our curriculum and student success with the mastery oral communication skills.  Individual results will be kept confidential and will not be publicly reported. The results of these assessments will not be used to influence or impact any grade for any of the classes a student takes, however it will be a requirement for graduation.

As stated in the Undergraduate Catalog (Student Work As Artifacts, p. 19), “Copies of student’s work may be included as aggregate assessment or artifact and will only be displayed outside the academic arena with student’s permission. The artifacts may be displayed for viewing as evidence of student learning in printed, electronic, or web format.  Submitting an artifact of student work will in no way affect a student’s final grade on the assignment.”  All students sign an acknowledgement of this policy during the admissions process.

Questions regarding this administrative requirement may be addressed to the Office of Institutional Effectiveness (email oie@triton.uog.edu or phone: 735-2646).

**Evaluation and Grades**

|  |  |
| --- | --- |
| Evaluation Method | % of Total Grade |
| Capstone assignments (5) | 15% |
| Discussions (in class & online) | 10% |
| Class Attendance | 5% |
| Guest lecturer assignments | 5% |
| Final Capstone paper | 25% |
| Capstone presentation | 25% |
| Professional exhibit | 15% |

**Grade Determination**

(the grade ranges are strict)

|  |  |  |  |
| --- | --- | --- | --- |
| **Grade** | **Percent** | **Grade** | **Percent** |
| A+ | 96.6 - 100% | C+ | 76.6 - 79.9% |
|  A | 93.0 - 96.5% |  C | 73.4 - 76.5% |
|  A- | 90.0 - 92.9% |  C- | 70.0 - 73.3% |
| B+ | 86.6 - 89.9% | D+ | 66.6 - 69.9% |
|  B | 83.4 - 86.5% |  D | 60.0 - 66.5% |
|  B- | 80.0 - 83.3% |  F | Below 60% |

|  |  |
| --- | --- |
| Week | Activity / Exercise |
| 01-04 | Capstone Project: Literature review |
| 05 | Capstone Project: Methods |
| 06 | Capstone Project: Data analysis |
| 07 | Capstone Project: Results |
| 09 | Capstone Project: First Draft |
| 10-11 | Capstone Project: Revision |
| 12 | Capstone Project: Second Draft |
| 13 | Presentation development |
| 14 | Capstone Project: Final Draft |
| 15 | Seminar-style oral presentations |
| 16 | ALS Symposium – Professional exhibit |

**CALENDAR OF ASSIGNMENTS AND EXAMS**

(*Tentative, and subject to change. Changes announced in class)*

| **Week** | **Date** | **Topic/Activity/Assignment** | **Guest Speaker(s)** |
| --- | --- | --- | --- |
| **Due Dates** |
| 1 | 8/23 | **Research & Outreach Products****Identifying Community Needs (the Problem)** *Examples from Faculty/Community Partners* | Moodle Discussion |
| 2 | 8/30 | **Draft Project Aims/Purpose (of Fact Sheet)***What is the purpose of your Capstone Project?*Submit your Project Aims and 1-3 Project Objectives | Submit to Moodle |
| 3 | 9/6 | **Literature Review** *How to conduct a Literature Review? Credible sources?***Begin your Literature Review**  *Submit Article Review Worksheet* | **Guest Speaker #1 – Ms. Wai Yi Ma,** **Associate Professor, UOG**Submit to Moodle |
| 4 | 9/13 | **Draft Background** (research, 4 paragraphs) **or** **Introduction** (outreach, 1-2 paragraphs) | Submit to Moodle |
| 5 | 9/20 | **Introduction to Methods** (research)**Outline Info for Fact Sheet** (outreach)**Draft Methods or Outline** | Submit to Moodle |
| 6 | 9/27 | **Data Analysis** Draft *Table 1 or Fact Sheet/Workshop Objectives***Finalize Table 1 and Draft Results – 1st Paragraph****Or Fact Sheet Objectives** | Submit to Moodle |
| 7 | 10/4 | **Data Analysis & Results: Part 2**Draft *Results Table(s)* | Submit to Moodle |
| 8 | 10/11 | **No Class - Fall Break** |  |
| 9 | 10/18 | **Finalize Results Table(s)****How to Interpret data?**Drafting Results/Conclusion or Workshop Lesson Plan | Submit to Moodle |
| 10 | 10/25 | **Review of Paper with Instructor****Submit Capstone Project (written): First Draft****Oral Presentation Styles and Formats**Examples for research and outreach | Submit to Moodle |
| 11 | 11/1 | **Draft Presentation Slides (for Oral Presentation)****Draft Poster Presentation (for Symposium)**  | Submit to Moodle |
| 12 | 11/8 | **Review Second Draft of Papers**Research or Fact Sheet Format**Submit Capstone Project (written): Second Draft** | Submit to Moodle |
| 13 | 11/15 | **Review Oral and Poster Presentations In-Class**Practice Presentations with Peers | Submit to Moodle |
| 14 | 11/22 | **Submit Final Papers****Review Oral and Poster Presentations In-Class** Practice Presentations with Peers | **Guest Speaker #2 – Dr. L. Jen** **Shaffer, Associate Professor,** **University of Maryland**Submit to Moodle |
| 15 | 11/29 | **Capstone Presentation** | **Student** |
| 16 | 12/6 | **Capstone Symposium** | **Student** |
| 17 | 12/13 | **Debriefing** (Exam Week) |