

Guidelines for ALL of my 2014 Classes (including Independent Study)

Independent study courses are available ONLY, repeat ONLY to those taking one of my regular courses in the same term. The very structure of the independent study courses is based on the regular courses to allow the student to explore the regular course topic *or topics in greater depth and detail*.

CREDIT WILL BE GIVEN ONLY TO THOSE WHO ENROLL DURING THE REGULAR ENROLLMENT PERIOD. Please do not come up to me after the enrollment period is over and say that you need an extra hour or two and did not know that it was possible to do 4198 & 4298 and therefore could you do the work this semester and be given credit in a later term? The answer in advance is No.

Anything that I agree to verbally must be confirmed by an exchange of emails whether it be combining two topics and papers into one, doing a 1, 2 or 3 hour independent study or receiving an "I" (which will be rarely given and must be accompanied by a verifiable reason why the course could not be completed on time) with the due date being the 1st day of the next semester. Simply submit an email to what we have verbally agreed to and I will return it to with nothing more than "OK" on it. Print-out and attach to the appropriate paper.

Revised guidelines for your papers - these are in addition to those in the syllabus.

All papers must now have a cover sheet with your full name, paper topic and the course number and whether it is your 1st, 2nd, 3rd or 4th paper. Combined topics and papers must clearly be noted with the permission email attached at the end.

Rules about citations including requirement for citing an assigned source in in every paragraph will be strictly enforced except for possible introductory opening paragraph and closing concluding paragraph. Do not try to meet this requirement by having excessively long paragraphs.

Citations will be of the form (1st author's family name - no coma - date of publication - coma - page number). Examples are (DeGregori 2004, 76. 84 & 207) or (Diez-Gonzalez et al. 1998, 1667). If you are using Ebooks, please let me know how I might find what is being cited. If you cite the same source more than once in

a paragraph, you may cite at the end of the paragraph with the page numbers listed in order of the citations. If you are using someone else's facts or ideas, you cite them. If you are using their words, you put them in quotation marks and cite them. If you are citing an online source, give the URL in your reference list. Lacking page numbers, give other indications for the location in the online text to which your citation refers.

References must be entered on your reference page as follows - some examples:

DeGregori, Thomas R. 2002. The Zero Risk Fiction. American Council on Science and Health, Health Facts And Fears.com, 12 April.

Diez-Gonzalez, Francisco; Todd R. Callaway, Menas G. Kizoulis, James B. Russell. 1998. Grain Feeding and the Dissemination of Acid-Resistant Escherichia coli from Cattle. Science 281(5383):1666-1668, 11 September.

DeGregori, Thomas R. Origins of the Organic Agriculture Debate. Ames IA: Iowa State Press: A Blackwell Scientific Publisher, now a subsidiary of John Wiley), 2003.

Double space with the same spacing between paragraphs as between sentences with an indentation for the 1st line indicating a new paragraph. For longer quotes, you may indent but then for all indentations, you single pace.

Use 12 point type or similar with not more than one inch margins.

You may or may not number your pages as you wish but you must count them. Your reference page then must have the number of pages in the text as the number for it. Thus if you have 9 pages of text, your reference page will be 9a. You then add a second copy making it 9b to which you then attach any email permissions. I will tear off the second copy of the reference page and any other attachment.

I NO LONGER OFFER AN INDEPENDENT STUDY OPTION FOR MY REGULAR COURSES EXCEPT OF COURSE FOR THE SUMMER COURSE WHICH IS ENTIRELY INDEPENDENT STUDY. THE VERY STRUCTURE OF MY LECTURES AND THE CLASS PROJECTS CAN NOT BE REPLICATED IN AN INDEPENDENT STUDY COURSE EVEN IF YOU HAVE TAKEN A COURSE FROM ME PREVIOUSLY. .

MY COURSES HAVE A CAP WHICH IS A NUMBER THAT WORKS WELL FOR THE CLASS PROJECTS. SINCE MY CLASSES TEND TO FILL UP EARLY, IF YOU ENROLL YOU ARE TAKING A SLOT THAT SOMEONE ELSE WOULD FILL. SO DO NOT ASK ME AFTER THE CLASS HAS STARTED WHETHER YOU CAN SHIFT TO THE INDEPENDENT STUDY OPTION. I GOT BURNED THIS PAST SEMESTER WITH A NUMBER OF STUDENTS TRYING THAT MANUEVER. THE VERY SUCCESS OF THE WAY THAT I AM TRYING TO TEACH FORCES ME TO BE HARDNOSED ABOUT IT AND DENY THIS OPTION TO EVERYONE WHO SEEKS IT OTHER THAN FOR A MEDICAL REASON AND EVEN THERE, THE OPTION ENDS WHEN THE MEDICAL EMERGENCY ENDS. SO PLEASE DON'T ASK OR GIVE ME YOUR REASONS UNLESS YOU HAVE SOMETHING FROM A MEDICAL AUTHORITY. PLEASE DON'T ASK TO MEET WITH ME TO EXPLAIN YOUR SITUATION.

IF YOU HAVE A CONFLICT BETWEEN MY CLASS AND YOUR WORK SCHEDULE AND YOUR EMPLOYER GIVES YOU PERMISSION TO TAKE MY COURSE, PLEASE SHOW THIS TO HIM or HER SO THAT SHE OR HE KNOWS THE FULL COST OF CHANGING ONES MIND. SINCE YOU WILL HAVE TO WITHDRAW FROM THE COURSE, THE FULL COST WILL BE – LOSS OF THE TUITION FOR THE COURSE, THE COST OF THE BOOKS, THE TIME THAT YOU SPENT ON THE COURSE PRIOR TO WITHDRAWING AND THE LOSS OF THREE HOURS CREDIT FOR THE SEMESTER. GIVEN THE COST, IT MIGHT BE WISE TO FIND A COURSE WHERE THERE IS NOT A TIME CONFLICT WITH WORK UNLESS YOUR EMPLOYER GIVES YOU IRREVOCABLE ASSURANCES THAT YOU WILL BE ALLOWED THE TIME-OFF TO COMPLETE IT.

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