COURSE INFORMATION

DESCRIPTION
The Ghana Sustainable Change (GSC) program is an ongoing service-learning collaborative effort between OSU, the Offinso North District (OND), Kwame Nkrumah University of Science and Technology (KNUST), and others in the U.S. and Ghana, Africa. The program’s purpose is to focus on locally-expressed critical needs, support interdisciplinary service-learning, and build on a strong planning and development foundation for a sustainable and resilient future. The fundamental vision is to assist Ghanaian communities to become sustainable, resilient, healthy, and embrace their distinct culture and identity.

GOALS & OBJECTIVES
The GSC Strategic Plan outlines the overarching purpose, goals, and needs to be addressed by the program. At the end of this course, students should be able to:

- Integrate the Strategic Plan items into projects that will be developed and implemented by students
- Develop a working knowledge of the issues and methods involved in developing countries
- Address issues of project management and evaluation of efforts, appropriate technologies and community-based participation in planning

FORMAT
The format of this course varies between the travel and non-travel options.

- Non-travel option: lectures, guest speakers, computer lab work, and presentations
- Travel option: lectures, guest speakers, computer lab work, and presentations plus a study abroad service-learning trip over Spring Break

COURSE MATERIALS
All students will be added to the Ghana Program’s BuckeyeBox folder. Readings will be posted in BuckeyeBox or are available online. The readings listed below should be considered a starting point for learning. To get the most out of the class, carry out independent exploration and research, look for additional reading materials and resources, follow-up topics and so forth to generate new ideas and stimulate thinking related to individual projects.

- Ghana Data and Statistics compiled by the World Bank: [http://go.worldbank.org/FHPHKW9BZ0](http://go.worldbank.org/FHPHKW9BZ0)
- Ghana Sustainable Change Program Website: [http://u.osu.edu/ghanasc](http://u.osu.edu/ghanasc)
- Review BuckeyeBox materials
ASSIGNMENTS
Below are the assignments for this class:

- Class Attendance & Participation 10%
- Culture & Language Quiz 5%
- Project Statement 5%
- Project Outline 10%
- Draft Project Report 15%
- Draft Project Presentation 10%
- Project Work Plan 15%
- Final Project Report 20%
- Final Project Presentation 10%

CRITERIA FOR EVALUATION OR GRADING
Letter grades are assigned based on a standard scheme:

- A 93-100
- A- 90-92.9
- B+ 87-89.9
- B 83-86.9
- B- 80-82.9
- C+ 77-79.9
- C 73-76.9
- C- 70-72.9
- D+ 67-69.9
- D 60-66.9
- E <60

PLANNING ACCREDITATION CRITERIA MET

The Planning Accreditation Board has a series of standards by which accredited planning programs are measured. Both Virginia Tech and Ohio State University have accredited planning programs. Below is a list of accreditation criteria that are covered in this course.

- Purpose and Meaning of Planning: appreciation of why planning is undertaken by communities, cities, regions, and nations, and the impact planning is expected to have.
- The Future: understanding of the relationships between past, present, and future in planning domains, as well as the potential for methods of design, analysis, and intervention to influence the future.
- Global Dimensions of Planning: appreciation of interactions, flows of people and materials, cultures, and differing approaches to planning across world regions.
- Research: tools for assembling and analyzing ideas and information from prior practice and scholarship, and from primary and secondary sources.
- Written, Oral and Graphic Communication: ability to prepare clear, accurate and compelling text, graphics and maps for use in documents and presentations.
- Quantitative and Qualitative Methods: data collection, analysis and modeling tools for forecasting, policy analysis, and design of projects and plans.
- Plan Creation and Implementation: integrative tools useful for sound plan formulation, adoption, and implementation and enforcement.
- Planning Process Methods: tools for stakeholder involvement, community engagement, and working with diverse communities.
- Leadership: tools for attention, formation, strategic decision-making, team building, and organizational/community motivation.
- Governance and Participation: appreciation of the roles of officials, stakeholders, and community members in planned change.
- Sustainability and Environmental Quality: appreciation of natural resource and pollution control factors in planning, and understanding of how to create sustainable futures.
- Growth and Development: appreciation of economic, social, and cultural factors in urban and regional growth and change.
- Social Justice: appreciation of equity concerns in planning.
<table>
<thead>
<tr>
<th>WEEK</th>
<th>DATE</th>
<th>TOPIC</th>
<th>ASSIGNMENTS</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>1/11</td>
<td>Program/Class Introduction, Past Projects</td>
<td>No Class</td>
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<td>1/13</td>
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<td>Personal research/project interest statement (1 page), due 1/19; Read past GSC projects online</td>
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<tr>
<td>2</td>
<td>1/18</td>
<td><em>No Class - MLK Day</em></td>
<td>IESL Presentations, Project Topic Selections, Group Formation</td>
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<td>3</td>
<td>1/25</td>
<td>Project Details Discussions, OIA Meeting</td>
<td>Lab Work</td>
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<td>1/27</td>
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<td>Project Statement &amp; Outline, due 1/29; History Readings, due 2/1</td>
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<td>4</td>
<td>2/1</td>
<td>Ghana History, Alumni Q&amp;A</td>
<td>Lab Work</td>
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<td>2/3</td>
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<td>Culture &amp; Language Readings, due 2/8</td>
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<td>5</td>
<td>2/8</td>
<td>Ghana Culture &amp; Language</td>
<td>Lab Work</td>
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<td>2/10</td>
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<td>Culture &amp; Language Quiz, in-class 2/8</td>
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<td>6</td>
<td>2/15</td>
<td>Ghana Guests (Jamie/Nana)</td>
<td>Lab Work</td>
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<td>7</td>
<td>2/22</td>
<td>Draft Project Report &amp; Presentations</td>
<td>Lab Work</td>
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<td>2/24</td>
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<td>Draft Report &amp; Presentation, due 2/22</td>
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<td>8</td>
<td>2/29</td>
<td>Project In-Country Work Plan, Culture &amp; Language Refresher</td>
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<td>Work Plan, due 3/4</td>
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<td>9</td>
<td>3/7</td>
<td>In-Country Work Plan Review &amp; Travel Prep</td>
<td>Lab Work</td>
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<td>3/9</td>
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<td>No Class - Prep for Travel</td>
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<td>10</td>
<td>3/14</td>
<td><em>Spring Break Travel - See Itinerary</em></td>
<td>Lab Work</td>
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<td>11</td>
<td>3/21</td>
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<td>Retuming 3/22, no class this week</td>
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<td>12</td>
<td>3/28</td>
<td>Post-Trip Regroup; Plan &amp; Work</td>
<td>Lab Work</td>
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<td>13</td>
<td>4/4</td>
<td>Analyze Field Data, Finalize Results</td>
<td>Lab Work</td>
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<td>14</td>
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<td>Finalize Reports, Prepare Presentations</td>
<td>Lab Work</td>
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<td>4/13</td>
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<td>15</td>
<td>4/18</td>
<td>Final Project Presentations</td>
<td>Lab Work</td>
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<td>4/20</td>
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<td>Final Report, Presentation, due 4/22</td>
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<td>16</td>
<td>4/25</td>
<td><em>No Class</em></td>
<td>Lab Work</td>
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<tr>
<td>17</td>
<td>5/2</td>
<td>CRP Celebration, Display Projects</td>
<td>Lab Work</td>
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<td>Project Exhibits (hard copies), due 5/1</td>
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<td>1</td>
<td>3/10</td>
<td>Thursday</td>
<td>Classes in Session</td>
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| 2   | 3/11 | Friday      | Classes in Session| **Morning:** Arrive in Accra; Drive to Kumasi  
**Evening:** Meeting with KNUST \ |
| 3   | 3/12 | Saturday    | Weekend           | **Morning:** Rest & explore  
**Noon:** Lunch in Kumasi with ONDA  
**Afternoon:** Drive to Techiman  
**Evening:** Rest \ |
| 4   | 3/13 | Sunday      | Weekend           | **Morning:** Techiman Market  
**Afternoon/Evening:** Prep for projects \ |
| 5   | 3/14 | Monday      | Spring Break      | **Day:** Working in OND \ |
| 6   | 3/15 | Tuesday     | Spring Break      | **Day:** Working in OND \ |
| 7   | 3/16 | Wednesday   | Spring Break      | **Day:** Working in OND \ |
| 8   | 3/17 | Thursday    | Spring Break      | **Day:** Working in OND  
**Evening:** Work on PPTs \ |
| 9   | 3/18 | Friday      | Spring Break      | **Morning:** Present to ONDA; Depart for Kofiasua  
**Afternoon:** Sunyani/Kofiasua  
**Evening:** Travel to Kumasi \ |
| 10  | 3/19 | Saturday    | Weekend           | **Morning:** Depart for Cape Coast  
**Afternoon:** Spend day in Cape Coast (Kakum, Castle, Beach) \ |
| 11  | 3/20 | Sunday      | Weekend           | **Morning/Day:** Accra Market, Cultural Center  
**Evening:** Rest, pack \ |
| 12  | 3/21 | Monday      | Classes in Session| **Morning:** Depart for Columbus  
**Night:** Arrive in Cleveland, Bus to Columbus  
**Evening:** Fly out of Accra \ |
| 13  | 3/22 | Tuesday     | Classes in Session| **Night:** Arrive in Columbus \ |
COURSE POLICIES

ATTENDANCE

Students are expected to attend all scheduled class meeting times and related events as outlined in the course syllabus. There are five situations which constitute an “excused absence”. They are:

Personal illness: Students who are too ill or injured to participate in class must provide written documentation from a physician stating that the student cannot participate in class.

Death of a member of the student’s immediate family: Students who have missed class due to a death in the family must provide documentation of the death (death certificate, obituary, etc.).

Military or government duty: Please notify the instructor prior to service.

University/Knowlton School sanctioned events: Students who will be participating in University/Knowlton School sanctioned events must provide the instructor with a copy of the scheduled events and those classes of which will be missed.

Major religious holiday: Students who will be observing a religious holiday must provide date/event written notification to the instructor within the first two weeks of the semester.

A student’s grade will drop one letter grade after the second and third unexcused absences; and a student with four unexcused absences can be dropped from the course and given an “E”.

DEADLINES

Students who miss deadlines due to valid and documented extenuating circumstances may submit the required work at a date agreed upon with the instructor.

Unexcused work will not be accepted, incomplete projects will be evaluated in relation to their degree of completion, and a student is present only if he or she displays sufficient preparation for the course to the instructor.

STUDIO BEHAVIOR

Students must work in the studio because of the collaborative nature of research and the shared development of techniques. Students are responsible for keeping the studio clean, floors free from obstructions, and all studio furniture in good condition and original location. All presentation materials must be removed from review spaces following reviews and all studio materials must be removed from the building at the close of spring semester. Students may store material in the studio credenzas over winter break.

COMMUNICATION

Students must check their university email daily.

GENERAL POLICIES AND PROCEDURES

ACADEMIC MISCONDUCT

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.”

OSU’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 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 it is recommended that you review the Code of Student Conduct.
If a faculty member suspects that a student has committed academic misconduct in a course, they are obligated by University Rules to report suspicions to the Committee on Academic Misconduct. It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. If COAM determines that a student has violated the University’s Code of Student Conduct, the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University.

**Resources you can refer to include:**
The Committee on Academic Misconduct web page: oaa.osu.edu/coam.html
Ten Suggestions for Preserving Academic Integrity: oaa.osu.edu/coamtensuggestions.html

**SEXUAL HARRASSMENT**

Any forms of sexual harassment or intimidation will not be tolerated. OSU's Sexual Harassment policy, which applies to all faculty, staff, and students, includes lewd remarks and inappropriate comments made in the studio environment, classroom, and computer labs as well as the "display of inappropriate sexually oriented materials in a location where others can see it." Sexual harassment includes inappropriate behavior among two or more students; between students and faculty; and among faculty. The actions can take place in physical, verbal, or written forms. Refer to University's Code of Student Conduct 3335-23-04 (C) for additional information and for procedures on filing a complaint.

**KNOWLTON SCHOOL CONDITIONS FOR PROBATION BY SPECIAL ACTION (for undergraduates only)**

All undergraduate students must meet standards of academic progress. Students who do not meet these standards are subject to probation and dismissal. Dismissed students have an opportunity to apply for reinstatement. As described in University Rules, the responsibility for administering these rules is split between the university and the student's school or program. Refer to the Undergraduate Advising Handbook section D for details on how these provisions are implemented: knowlton.osu.edu/students/current-students.

**SAFETY**

To provide the best education, the Knowlton School must act as a community. As such, its members (faculty, students, and staff) must respect and watch out for each other. The studio is available for students 24/7. The University escort service provides safe transportation to and from Knowlton Hall 7:30AM-3:00AM. Call 292-3322.

**STUDENTS WITH DISABILITIES**

If you have a documented disability, please register with Student Life Disability Services. After registration, make arrangements to meet with instructors as soon as possible to discuss your accommodations, so they may be implemented in a timely fashion. If you have any questions about this process, please contact Disability Services at 614-292-3307.

**PROFESSIONAL CONDUCT**

Students are expected to conduct themselves in a professional manner and to abide by the provisions in the Code of Student Conduct. Students should appreciate diversity, and they should conduct themselves professionally with members of the same or opposite gender and/or from different ethnicities and cultures.

Students should represent themselves in a professional manner in forums that have public access. This includes information posted on social networking sites such as Facebook and Twitter. Information on these pages is often screened by potential employers, and unprofessional material can have a negative impact on job or graduate school prospects.

**PROHIBITED ITEMS AND ACTIONS**

The following items are prohibited: Non-Knowlton School furniture, alcohol, cigarettes, weapons, bicycles, skateboards, rollerblades, pets, spray paints, foam cutter wands, welding devices, heat guns and any flame or gaseous liquid device.

The following safety compliances must be observed: electrical power cords cannot be connected in a series or extend over traffic areas; fire extinguishers must remain accessible and in full view; access to stairwells, corridors, and aisles must maintain a 44" clear width and handrails must be unobstructed.

Building surfaces cannot be marked, anchored to, or penetrated.
Installations may not occur in any part of the building except by permission of the Knowlton School Building Coordinator.

Power tools are restricted to the shop except when permission is granted by the Knowlton School Building Coordinator.

Loud noise is forbidden.

Graffiti and vandalism are grounds for disciplinary action.

STUDENT RESOURCES

Knowlton Student Services
100 Knowlton Hall. Hours: 8 a.m. – 5 p.m. weekdays
Undergraduate Students: knowlton.osu.edu/students/undergraduate
Graduate Students: knowlton.osu.edu/students-current-students/graduate

Student Advocacy and the Dennis Learning Center
advocacy.osu.edu
dennislearningcenter.osu.edu

University Counseling and Consultation Services
ccs.ohio-state.edu

Ohio State Police Department
ps.ohio-state.edu
General non-emergency: (614) 292-2121

To report an emergency, dial 9-1-1