



Syllabus for LEAD 4970, Leadership in Diving - Cozumel

NOTE: If you have tested positive for COVID-19, please file a self-report at:
https://ucoct.qualtrics.com/jfe/form/SV_cFOnPLUJ0oYLUwUO.

Course Information

College: Liberal Arts
Department: Political Science
Course title: Leadership in Diving - Cozumel
Semester: Spring 2023
Course number: LEAD 4970
CRN:
Building and Classroom: LAS 275
Meeting Day/Time: Thursday, 5:30-7:30 PM

Instructor Information

Instructor name: Dr. Alyssa L. Provencio
Office location: Liberal Arts Building – North 100B, Political Science suite, Box 165
Student hours: By appointment anytime during regular business hours (M-F, 9 AM-5 PM) via Zoom or face-to-face by request.
Email (*the BEST way to get ahold of me!*): aprovencio@uco.edu
I will respond as soon as possible, within 24 hours, as long as it's during regular business hours (M-F, 9 AM-5 PM); I cannot guarantee any responses outside of those hours.
Campus telephone: (405) 974-5537
Personal Google Voice phone number: (405) 896-0906 – This number forwards to my cell phone; I cannot receive text messages at this number.
Teaching Philosophy: I aim to be inclusive and participatory in the pursuit of equity and justice in the public sphere.

Co-Instructor Information:

Instructor name: Claire Painter
Office location: NUC 141
Email: cpainter1@uco.edu
Campus telephone: (405) 974-5563

Course Description and Objectives

Course Description

Enrollment is open to UCO students who have an interest in leadership. The Leadership in Diving – Cozumel Study Tour is designed and intended for students who would like to develop their personal leadership skills, environmental and sustainability challenges, knowledge of how to contribute to ocean and sea health, international intelligent quotient, and knowledge of Central America. The course will focus on developing students' functional knowledge of ocean sustainability and conservation efforts in the world's oceans and seas. This will include knowledge related to rising sea temperatures, coral restoration, fish and marine animal populations, habitat protection, and trash/debris elimination. In addition to this knowledge, students will also receive PADI scuba certification for open water diving; other certifications for shark conservation and/or fish identification may be an option.

Catalog Course Description

LEAD 4970 - Study Tour in Leadership Credit will vary. Subject matter will vary within the department's field of study.

Prerequisites

None.

Course Objectives

- Discuss sustainability issues related to the world's oceans and seas.
- Identify current efforts, programs, and initiatives related to sustainability and conservation.
- Describe an historical and geographical knowledge of the Yucatan Peninsula, Mexico.

- Demonstrate the necessary skills and knowledge to complete PADI open water certification.
- Demonstrate leadership, communication, and teamwork skills in an underwater environment.
- Express a familiarity of international travel and the foundational components of being a well-traveled person of the world, versus an uninformed visitor.

Transformational Learning Objectives

At the University of Central Oklahoma, we help students learn by providing them with transformative experiences across six core areas. These experiences help them to develop beyond-disciplinary skills and expand their perspectives of their relationships with self, others, community and environment. Transformative Learning is a holistic process that places students at the center of their own active and reflective learning experiences.

This course supports the following tenets of transformative learning:

- Global and Cultural Competency
 - Students will be able to explain the foundational components of being a well-traveled person of the world, versus an uninformed visitor.
- Leadership
 - Students will be able to demonstrate leadership, communication, and teamwork skills in an underwater environment.
- Service Learning and Civic Engagement
 - Students will be able to identify current efforts, programs, and initiatives related to sustainability and conservation.

Required Text(s) & Materials

Articles, excerpts and handouts concerning the course will be provided by the course instructors.

PADI – Open Water Dive Manual: www.padi.com/courses/open-water-diver

PADI – Project Aware Manuals: www.padi.com/education/continuelearning#conservation

REQUIRED MATERIALS:

- Passport
- Journal Notebook
- Scuba Mask (Included in Course Fee)
- Snorkel (Included in Course Fee)
- Boots (Included in Course Fee)
- Fins (Included in Course Fee)

Course Outline, Requirements & Assignment Weights, and Grading

Thursday classes meet from 5:30pm to 7:30pm – LAS 275

Thursday, January 19th

- Welcome and Introductions
- Each student will be responsible for writing a one-page paper on their personal expectations of the class and the trip to Cozumel (IN CLASS).
- Examinations and Written Assignments
 - You will be required to write a 14–15-page report at the end of our experience. While this may seem like a significant project, the majority of this paper can be from your journal if you do a thorough job of keeping up with your journal during the trip. The report will be reflective in nature.
 - One oral presentation will be required covering sustainable issues and challenges.
 - 2 assignments will be administered covering important and relevant topics to class material and discussions.
 - 2 quizzes over reading material and discussion will be administered.
- SCUBA Course Introduction
- Intro to Ocean Sustainability

OVER THE COURSE OF THE NEXT WEEK – Pick up fins/mask/snorkel at Sharky’s Scuba in Moore, Oklahoma.

Saturday, January 21st

- Pool Time at Sharky’s Scuba in Moore Oklahoma (8am to 5pm)

Thursday, January 26th -

- 2nd Day of Open Water Scuba Training - Chapters 1-3

Saturday, January 28th

- Pool Time at Sharky's Scuba in Moore Oklahoma (8am to 5pm)

Thursday, February 2nd

- 3rd Night of Scuba Training - Chapters 4 and 5 with Quiz
- Practical Aspects of the Trip
- Demographic/Geography/History – Central America/Yucatan/Mexico

Saturday, February 4th

- Pool Time at Sharky's Scuba in Moore Oklahoma (8am to 5pm)

Thursday, February 9th

- PADI Open Water Test and Quizzes

Saturday, February 11th

- Pool Time at Sharky's Scuba in Moore Oklahoma (8am to 5pm)

February 17th – 19th

- Weekend Trip for Open Water Completion and Certification (Either Spring Lake in San Marcos, Texas or Santa Rosa Blue Hole, NM)

Thursday, February 23rd

- Project Aware
- Ocean Conservation
- Sustainable Development Goals – United Nations

Thursday, March 2nd

- Continued Conservation and Sustainability Discussions

Thursday, March 9th

- Review Trip Details and Itinerary
- Final Pre-Trip Discussion

Trip Details

Sunday, March 12th – Trip

Depart for Cozumel

Journal (2 pages)

Monday, March 13th – Trip

2 Morning Dives – Rest/recharge

Journal (2 Pages)

Tuesday, March 14th – Trip

2 Morning Dives – Project Aware Work/Class

Journal (2 pages)

Wednesday, March 15th – Trip

2 Morning Dives – Trash/Treasure Dive

Journal (2 pages)

Thursday, March 16th – Trip

2 Morning Dives – Project Aware Work/Class

Journal (2 pages)

Friday, March 17th – Trip

2 Morning Dives – Free

Journal (2 pages)

Saturday, March 18th – Trip

Free/relaxation/exploration day

Journal (2 pages)

Sunday, March 19th – Trip
Return for Oklahoma

Journal (2 pages)

Thursday, March 23th

- Post Trip Class Meeting and Discussion

Course Requirements & Assignment Weights

More information about the following assignments will be provided in class and via D2L.

% of Grade	Assignment Name	Description
100	Attendance/Participation	This will be a cumulative grade of attendance and classroom engagement.
50	Expectation Paper	In this 500-word paper, students will write about their expectations for the study tour and for their experience getting certified.
50	Oral Presentation	Students will be required to make a 10-15 minute presentation of an ocean sustainability issue that resonates with them.
150	2 Quizzes	2 quizzes over reading material and discussion will be administered.
150	2 In-class assignments	2 assignments will be administered covering important and relevant topics to class material and discussions.
100	Final Preparatory Exam	Students are required to take a final exam that shows instrumental knowledge relevant to diving.
100	Journal	Students are required to keep a journal during the week of their trip.
100	Final Reflection Paper	Students will write a final reflection paper incorporating their journal and touching on key takeaways from their experiences.

Other Considerations

Cost of the trip: \$3,750.00

For ALL international and domestic study tours – a \$500 non-refundable deposit will be charged to the student’s Bursar account within approximately one week of the accepted student selecting the “Commit” button in the UCO study abroad portal (powered by Via TRM) at <https://bronchosabroad.uco.edu>. The Bursar will monitor the system regularly and post charges once per week. Payment Schedule (total program fee minus \$500 deposit divided into three payments): Spring Break Study Tours – November 15, December 15, January 15.

Food

Food is covered during your time in Cozumel as part of your program/course fee. As with any travel, if you feel you may want additional money past the recommended amount for additional food, souvenirs, or other travel related items you should plan accordingly. \$200.00 should cover food for travel to and back from Cozumel.

Health Insurance

Travel health insurance is required and is built into the cost of the trip. For more information regarding the health insurance provided please follow this link: <https://administrators.internationalstudentinsurance.com/enrollment/plan/brochure/?id=719>. Currently, there are no immunization requirements for the visitation to Cozumel. COVID vaccination is required and a negative COVID test is required upon re-entry to the United States.

Course Management

1. Due to the nature of international travel, safety of participants will be the first priority. This includes travel and activities related to the study tour. Students are expected to be attentive and obedient to any discussion or policies communicated to them during the study tour.
2. Students violating the student code of conduct during international travel may be subject to a number of disciplinary actions that include returning from the study tour early, academic penalties and loss of finances related to items that were required to be paid in advance. This includes excursions not approved by the study course, alcohol consumption, failure to adhere to local customs and regulation and lack of respect and collegiality to colleagues and guests.
3. Student will be notified if the study tour is in formal course time or course time is completed. This will be communicated to the participants with the following designations: “Class is in session” or “Class is out of Session”. This should provide clarity to students when the course is in session and dismissed during the study tour.
4. Once travel has commenced, no student may withdrawal from the course.

Dress and Behavior

1. We will be primarily outdoors while in Cozumel. Please wear clothes that are appropriate for warm, beach weather, such as tanks, t-shirts, shorts, and/or breathable pants. For diving, a wetsuit and [rash guard](#) are suggested. Some may choose to wear a wetsuit, but it is generally warm enough in Cozumel not to.
2. More discussion will be provided on clothing as the travel date approaches and weather can be better determined.
3. Faculty and students are representatives of the university and that all university policies and procedures will remain in effect throughout the study tour.

Class Policies

Grading Policies

Scale

A 90-100

B 80-89.9

C 70-79.9

D 60-69.9

F 0-59.9

Grading Response Times

Grades will be posted in the D2L grade book within two weeks of the due date unless otherwise communicated via the News Board or D2L email.

Late Work Policy

Assignments are due by the times and days listed in the schedule. Assignments may be uploaded to D2L after the deadline with an automatic 5% off per day it is late (example: 2 days late = 10% off). The final paper will not be accepted after the deadline. Any other circumstances will be handled on a case-by-case basis.

Missing Class & Make-Up Assignments

You are all adults and should make decisions accordingly. It is your responsibility to obtain the information you missed in class and to keep up with any changes in the course outline. That being said, in-class activities cannot be made up. If you need to miss a class due to illness, family emergency, death in your immediate family, or any other grave matters, please email, phone, or talk to me in person before with justification, if possible. If one of the above circumstances affects your ability to turn in an assignment, please email/phone/talk to me in person before with justification, if possible, before the due date. If it is not possible to contact me before the missed class or due date, please contact me as soon as you can.

Contesting Grades

If you have received a grade on an assignment that you see as unfair, you have the right to contest the grade with a written explanation sent to me by email. I will consider it, but I reserve the right to give the grade initially given with an explanation of why your request was denied. Final grades will NOT be changed. You will have had ample opportunity to contest your grades on assignments and/or exams. For example, while figuring final grades, if I find you are one point away from the next highest grade, you will receive the lower grade. If you are .1 point from the next highest grade, you will receive the lower grade. I will NOT raise your grade at the end of the semester if you are one or two points away from the next higher grade. What you earned is what you get. If I do it for one person, I will have to do it for all.

Classroom Expectations

Participation

The success of a student's performance is directly related to the quantity and quality of preparation for and participation in classes. I fully expect participation and active engagement during class sessions.

Behavior

I expect appropriate class behavior. The classroom is a learning environment and a preparation for your entry into the workforce, continuation up the workforce ladder, and/or additional higher education. I want you to come to class, exchange ideas, think, have fun, and challenge other students and me intellectually. Arriving to class late, leaving class early, interruption, sleeping in class, reading, listening to music, and displaying other inappropriate behavior are not conducive to a learning environment. If you do not want to be in my class, please don't come. As this class is participatory, I expect that we will be sharing our own ideas/opinions. These ideas/opinions may not always be that of your colleagues. Please be respectful! If you are being disruptive, I will ask you to leave. If this occurs twice during the semester, you will not be allowed to return to class and you will be referred to the Office of Student Conduct.

Technology

Please bring a laptop, tablet, or internet-capable phone to class – we will use it for in-class activities. Use it well! Please don't text during class. If you need to have a cell phone ringer on (e.g., if you are an emergency responder, expecting an important call, and/or

going through a family emergency), please set your phone on vibrate and inform me in advance; otherwise, please set your phone to silent.

D2L

You all will have access to the online-based instruction program Desire2Learn (D2L). I will use D2L in several ways, including emailing the whole class on updates and information, posting course documents (including any updates to the course outline), using it as an assignment submission tool, and for other activities. We will discuss the use of D2L more in class. You must understand how to use D2L, as it is essential to your success in class. If you have any questions, please see me for help.

Zoom

We might be using Zoom as a contingency plan. The link to the class session would be located in D2L.

Email

All course emails will be sent to your UCO email address; check your emails regularly! When emailing me, I ask that you please include LEAD 4970 and a short descriptor of what your email is about; for example, LEAD 4970: Question about Assignment.

Recording Policy

Due to limitations on the disclosure of personally identifiable information under certain federal privacy laws, students are not permitted to record class sessions or allow non-students to view online class sessions. Students registered with the UCO office of Disability Support Services may request accommodation of the prohibition and must present a copy of the DSS letter to the instructor.

Fine Print

Illness

If you are ill/contagious, out of respect for your classmates and me, I request that you do not come to class. If this is the case, please let me know via email. Please refer to “Missing Class & Make-Up Assignments” for further details on how sick days will be handled.

Incompletes

All students are expected to complete course requirements by the end of the semester. In those rare circumstances in which completion by the semester’s conclusion is not possible, I may decide to either submit a final grade based on the work completed or submit a grade of “I” along with a default grade based on work completed. In no case will an “I” grade be submitted unless at least 50% of the required work has been completed by the end of the semester. If an “I” grade is provided, the student will be allowed no more than one year from the end of the semester to complete course requirements; else, the “I” grade will convert to the default grade.

Academic Integrity

I seek to uphold equity and fairness in my classroom. Cheating of any kind will not be tolerated in consideration of your fellow students. I abide by UCO’s Academic Dishonesty Policy, which is available in the syllabus attachment.

Usability, Inclusivity, and Design

I am committed to creating a course that is inclusive in its design. If you encounter barriers, please let me know immediately so that we can determine if there is a design adjustment that can be made or if an accommodation might be needed to overcome the limitations of the design. I am always happy to consider creative solutions as long as they do not compromise the intent of the assessment or learning activity.

ADA Statement Regarding Special Accommodations

The University of Central Oklahoma complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Students with disabilities who need special accommodations must make their requests by contacting Disability Support Services, at (405) 974-2516. The DSS Office is located in the Nigh University Center, Room 305. Students should also notify the instructor of special accommodation needs as soon as possible. Per Title IX of the Education Amendments of 1972 (“Title IX”), pregnant and parenting students may request adjustments by contacting the Title IX Coordinator, at (405) 974-3377 or TitleIX@uco.edu. The Title IX Office is located in the Lillard Administration Building, Room 114D.

Office of Academic Affairs COVID-19 Syllabus Statement – Spring 2023

Consistent with Centers for Disease Control (CDC) guidance for areas of substantial or high COVID-19 transmission as of August 1, 2021, the University of Central Oklahoma recommends that all individuals wear a mask covering the mouth and nose when in public indoor spaces such as classrooms, laboratories, studio spaces, the library, the Nigh University Center, enclosed athletic facilities, and other shared indoor spaces on campus. While mask wearing is not required, the university encourages all members of the university community to follow the guidelines issued by the CDC based on conditions in Oklahoma County. This guidance may be revised at any point during the semester.

As detailed in the Student Code of Conduct, students are expected to be familiar with the UCO Coronavirus webpage, www.uco.edu/coronavirus and are expected to follow the recommendations and guidance published on that page. Because the recommendations and guidance are subject to change, students should check back often for updated information and requirements.

Students who follow these guidelines will not be penalized for class absences provided they follow their instructor's directions for making up missed assignments in a timely fashion, in conformity with the requirements and expectations outline in the class's syllabus. Instructors shall provide reasonable opportunities, consistent with the structure and objectives of the class, for students who are following these guidelines to participate in and to keep up with the work of the class.

As the conditions on campus and in the community evolve, events may occur that necessitate a change in the procedures, course schedule or modes of delivery. The information provided on www.uco.edu/coronavirus will be updated throughout the academic year. Procedure changes on this webpage and communicated via official correspondence from the university will supersede any prior guidance.

[UCO Policies](#)

University policies cover any topic not included here. Additionally, the [UCO Information Sheet](#) covers many important topics and applies to all courses at UCO.