

RETL 4330: Special Problems

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 Course website (Canvas): <https://Canvas.unt.edu>

COURSE DESCRIPTION

Through this class, students will apply the knowledge gained through learning modules to conduct research on the full life cycle of Cotton products and consumers' awareness, attitude and acceptance on sustainable cotton products. This course requires extensive research, reflection, integration and application of theories. Therefore, this course will be a combination of readings, case analysis, projects and discussions.

READINGS

Weekly Modules: posted on Canvas. Some of the modules are from Cotton Works, which is an educational website for Cotton Inc. You should register at <https://www.cottonworks.com/>

Case articles: Along with the learning modules, case studies will be used to foster active discussion and engagement related to the issues surrounding sustainability in the industry. Students will be able to analyze the situation, gauge possible options, and offer action strategies based on extensive research on the topic. Cases should be purchased online (\$5-\$10). Throughout the course, 3-4 case articles will be used. Plan your budget accordingly. Detailed information will be provided within the weekly modules.

Assignments	Points each
1. Photo Album Assignment Read the guideline under "1. Photo Album" menu	10
2. Modules and Assignments Read weekly modules and complete assignments under "2. Modules and Discussions"	50
3. Research Project Guideline is posted under "3. 4900_Research Project guide". Proposal (50) Literature review (100) Data collection report (100) Final paper (100)	350
4. Field Trip to Cotton Inc HQ Date: 10/28(Sun)- 29(Mon). Detailed information will be posted on the module	100
5. Guest Lecture and seminar Lecture #1: 9/20 (Thurs) 2:00-3:20, 3:30-4:30 Lecture #2: 10/23 (Tues) 9:30-10:50, 11:00-12:30	100

A = 90% and up; B = 80% or greater, and less than 90%; C = 70% or greater, and less than 80%
 D = 60% or greater, and less than 70%; F = Less than 60%

Week	Date	Module/Assignment
1	8/27 (Mon)	Module 1
	9/2 (Sun)	Photo Album Due
2	9/3 (Mon)	<i>Labor Day</i>
	9/4 (Tues)	Module 2
	9/9 (Sun)	
3	9/10 (Mon)	Module 3
	9/16 (Sun)	
4	9/20 (Thurs)	Lecture Series 2:00-3:20 pm lecture 3:30-4:30 pm seminar
	9/23 (Sun)	Lecture Report due
5	9/24 (Mon)	Module 4
	9/30 (Sun)	Proposal Due 9/30 (Sun)
6	10/1 (Mon)	Module 5
	10/7 (Sun)	
7	10/8 (Mon)	Module 6
	10/14 (Sun)	
8	10/15 (Mon)	Module 7
	10/21 (Sun)	
9	10/23 (Tues)	Lecture Series 9:30am-10:50am lecture 11:00-12:20 pm seminar
	10/28 (Sun)	Lecture Report due Lit Review Due 10/28 (Sun)
10	10/28-29 (Mon)	Field trip to Cotton Inc HQ
	11/4 (Sun)	Field trip Report due
11	11/5 (Mon)	Module 8
	11/11 (Sun)	
12	11/12 (Mon)	Module 9
	11/18 (Sun)	Data Collect Report Due 11/18 (Sun)
13	11/19 (Mon)	Work on your research
	11/22 – 25	<i>Thanks Giving Thurs-Sun</i>
14	11/26 (Mon)	Work on your research
15	12/3 (Mon)	Work on your research
16	12/12 (Wed)	Final Report Due 12/12(Wed)

This syllabus is subject to change when the instructor deems it necessary to achieve course objectives.

COURSE INFORMATION

Sending e-mail:

Send all class related emails to jiyoung.kim.smhm@gmail.com. When sending e-mails, be sure to put "MDSE 4900" and a brief reason why you are emailing in the Subject line.

Assignment Due Dates & Guidelines:

All assignments due date/time is specified in the assignment guideline. Late assignments will not be accepted unless it meets all three conditions; 1) the student notifies the instructor within 24 hours of the scheduled exam time/ or assignment due date; 2) the circumstances are extenuating; and 3) the student presents proof of the circumstances.

Student Perception Of Teaching (SPOT) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you an opportunity to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider the SPOT to be an important part of your participation in this class.

MINIMUM TECHNOLOGY REQUIREMENTS

High-speed internet connection (DSL or a cable modem): Your internet connection is critical for viewing videos available through the Media Library On Demand.

Audio: A working sound card and speakers will be required

Internet Browser: you can access Canvas using Google Chrome, Firefox, Internet Explorer or Safari

PDF viewer: case studies and some of the readings are in a pdf format

Contact [Student Help Desk](http://it.unt.edu/helpdesk) for technological support: <http://it.unt.edu/helpdesk>

Tech skill required for students: Students should be able to navigate the course on Canvas, follow the links to view video clips, and download the pdf documents

INTERACTING WITH OTHERS ONLINE

This course takes place online, yet remember that the interaction is with another human. Ask yourself, "Would I say this to the person's face?" when you are writing your email or creating a discussion post.

Keep in mind that the person on the other side of the monitor doesn't have the opportunity to read your facial expressions, tone of voice, and gesture, and it is easy to misinterpret your writing. So be careful in crafting your message and make sure you are not including remarks that can be misinterpreted by others.

Online discussions have advantage that you can voice your opinion without being judged by your looks- however, you will be judged by the quality of your writing. Check your grammar and spelling before you post.

Finally, be pleasant and polite. Don't use offensive language, and don't be confrontational for the sake of confrontation.

GENERAL FORMAT FOR ASSIGNMENTS**READ CAREFULLY as points will be taken off if the format is incorrect**

1. Correct spelling, grammar and punctuation, and consistent formatting are expected. Deductions will be taken for errors.
2. Please use spell check AND proofread. We all make enough mistakes even when we do proofread—let's try to eliminate as many errors as possible. Check for common errors on the computer (e.g., there vs their; where vs were; defiantly vs definitely).
3. Remember to **cite your sources** of information and to provide the references. APA formatting for citation and reference list is required. APA guideline is posted on Black Board, for your reference.
4. Avoid using **Wikipedia** as your source. Anyone can add to or alter these entries, which raise a question of how credible they are. Use library database (e.g. Business Source Complete) to search for articles and reports published in newspapers, trade magazines, and academic and business journals.
5. **Quotation:** use quotation when it is absolutely necessary to use the exact words of the original source (e.g. definition). Otherwise, paraphrase.

**College of Merchandising, Hospitality & Tourism
Syllabus Statements
Fall 2018**

Have you met with your advisor?

- **ALL** students are expected to meet with their Academic Advisor each Fall and Spring) to update your degree plan and to stay on track for a timely graduation.

Do you want to graduate on time?

- Advisors help you sequence courses correctly for an “on time” graduation. Ultimately, it is a student’s responsibility to ensure they have met all prerequisites before enrolling in a class.
- A prerequisite is a course or other preparation that must be successfully completed before enrollment in another course. All prerequisites are included in catalog course descriptions.
- Students that lack prerequisites for a course are not allowed to remain in the course.
- Once classes begin, students often have few, if any, options for adding a different course, which can be an issue for financial aid.

Are You Considering Transferring a Course to Meet UNT Degree Requirements?

Any transfer course(s) from another institution must receive *prior approval* from your CMHT Academic Advisor to ensure that the course(s) will be applicable to your degree plan at UNT.

Advising Contact Information (Chilton Hall 385 – 940.565.4635)

Could you be dropped?

- Students will be dropped for nonpayment for enrolled courses, parking fees, schedule change fees, etc. Please check your account daily through the 12th class day to ensure you have not been dropped for non-payment of any amount. It is the student’s responsibility to make all payments on time.
- ***Students cannot be reinstated for any reason after the 12th class day regardless of situation.***

Are you receiving financial aid?

- A student must maintain Satisfactory Academic Progress (SAP) to continue receiving financial aid by maintaining a minimum 2.0 cumulative GPA and successfully completing the required number of credit hours based on total registered hours per semester. Students cannot exceed attempted credit hours above 150% of their required degree plan. If a student does not maintain the required standards, the student may lose financial aid eligibility. Visit <https://financialaid.unt.edu/sap> for more information about financial aid Satisfactory Academic Progress.

Are you thinking about dropping course?

- **A decision to drop a course may affect your current and future financial aid eligibility.** Talk to your academic advisor or Student Financial Aid if you are thinking about dropping a course.
- Speak with the course instructor to discuss any possible options to be successful in the course before dropping.
- Meeting deadlines for dropping a course are the student’s responsibility.
- **After the 12th class day, students cannot drop a course online** through your my.UNT Student Portal. Effective Fall 2018, the procedure to drop a course changed. See <https://registrar.unt.edu/regISTRATION/dropping-class>
 - ✓ Students no longer need instructor approval to drop an individual course.

- ✓ The WF grade and timeframe will no longer be used as all dropped courses will result in a grade of W.
- ✓ Students wishing to drop a course after the census date will do so through the Registrar's office via UNT Eagle Mail or in person.
- ✓ The drop period for Fall 2018 is September 11 through November 5.

Are you considering transferring a course to meet UNT degree requirements?

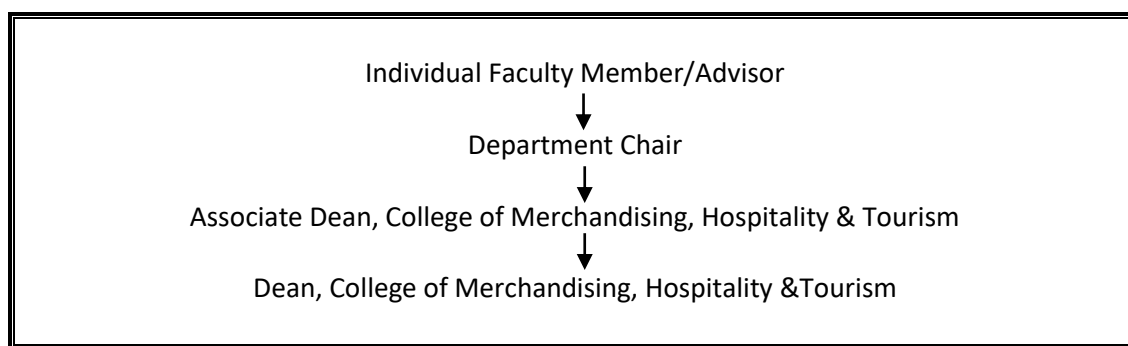
Any course from another university must receive prior approval from the CMHT academic advisor to ensure all CMHT degree plan requirements are met.

Do you know these important dates in Fall 2018

August 27	First day of class
August 31	Last day for change of schedule other than a drop. (Last day to add a class.)
September 3	Labor Day – UNT closed
September 10	Census date –Students cannot be added to a course for any reason after this date.
September 11	Beginning this date, students must follow university procedures to drop a class. See https://registrar.unt.edu/regISTRATION/dropping-class
November 5	Last day for a student to drop a course and receive a W.
November 22-25	Thanksgiving holiday – UNT closed
December 5-6	Pre-final days
December 6	Last class day
December 7	Reading day (no classes)
December 8-14	Final exams (Exams begin on Saturday)
December 15-16	Graduation ceremonies

Do you know who to contact for a course-related or advising issue?

Understanding the academic organizational structure is important when resolving class-related or advising issues. When you need problems resolved, please follow the steps outlined below:



Do you require special accommodations?

The University of North Texas and the College of Merchandising, Hospitality and Tourism make reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. ODA notices of accommodation

should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Office of Disability Accommodation website at <http://www.unt.edu/oda>. You may also contact them by phone at 940.565.4323.

Are you aware of safety regulations?

Students are urged to use proper safety procedures and guidelines. In lab sessions, students are expected and required to identify and use property safety guidelines in all activities requiring lifting, climbing, walking on slippery surfaces, using equipment and tools, handling chemical solutions and hot and cold products. Students should be aware that the University of North Texas is not liable for injuries incurred while students are participating in class activities. All students are encouraged to secure adequate insurance coverage in the event of accidental injury. Students who do not have insurance coverage should consider obtaining Student Health Insurance for this insurance program. Brochures for this insurance are available in the UNT Health and Wellness Center on campus. Students who are injured during class activities may seek medical attention at the UNT Health and Wellness Center at rates that are reduced compared to other medical facilities. If you have an insurance plan other than Student Health Insurance at UNT, please be sure that your plan covers treatment at this facility. If you choose not to go to the UNT Health and Wellness Center, you may be transported to an emergency room at a local hospital. You are responsible for expenses incurred there.

Do you know the penalties of academic dishonesty?

Academic dishonesty includes, but is not limited to, the use of any unauthorized assistance in taking quizzes, tests, or exams; dependence upon the aid of sources beyond those authorized by the instructor, the acquisition of tests or other material belonging to a faculty member, dual submission of a paper or project, resubmission of a paper or project to a different class without express permission from the instructors, or any other act designed to give a student an unfair advantage. Plagiarism includes the paraphrase or direct quotation of published or unpublished works *without* full and clear acknowledgment of the author/source. Academic dishonesty will bring about disciplinary action which may include expulsion from the university. This is explained in the UNT Student Handbook.

Do you meet ALL expectations for being enrolled in a course?

- Student are expected to be respectful of other students, guests, and faculty. Behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT.
- Students engaging in unacceptable behavior will be directed to leave the classroom and may be referred to the Dean of Students for possible violation of the Code of Student Conduct.
- UNTs expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.deanofstudents.unt.edu

The College of Merchandising, Hospitality and Tourism requires that students respect and maintain all university property. Students are accountable through disciplinary action for any intentional damages they cause in classrooms. (e.g., writing on tables). Disruptive behavior is not tolerated (e.g., arriving late, leaving early, sleeping, talking on the phone, texting or game playing, making inappropriate comments, ringing cellular phones/beepers, dressing inappropriately).

What is SPOT?

The Student Perceptions of Teaching (SPOT) is a requirement for all organized classes at UNT. This short survey at the end of the semester gives students the opportunity to comment on the course. Student feedback is important and is essential as we strive for excellence.

Do you know the date/time of the final exam in this course?

Final exams or other appropriate end of semester evaluations are administered at the designated times during the final week of each long semester and during the specified day of each summer term.

Please check the calendar early in the semester to avoid any schedule conflicts.

Do you know what you may be missing?

Your access point for ALL business and academic services at UNT occurs within the my.unt.edu site, and EagleConnect is the official method of communication for UNT. If you do not regularly check EagleConnect or forward it to your favorite e-mail account, please do so to learn about job and internship opportunities, CMHT events, scholarships, and other important information. The website that explains EagleConnect and how to forward your email is: <http://eagleconnect.unt.edu>.

Are you an F-1 visa holder?

- To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component must be approved in advance by the instructor and can include activities such as taking an on-campus exam, participating in multiple on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.
- If such an on-campus activity is required, it is the student's responsibility to do the following:
 - (1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
 - (2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Advising Office. The UNT International Advising Office has a form available that you may use for this purpose.
- Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, students should contact the UNT International Advising Office (telephone 940-565-2195 or email international@unt.edu) to get clarification before the one-week deadline.

Do you know what to do in an emergency or UNT closure?

- UNT uses a system called Eagle Alert to quickly notify you with critical information in an event of emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). The system sends voice messages (and text messages upon permission) to the phones of all active faculty staff, and students. Please make certain to update your phone numbers at www.my.unt.edu.
- Some helpful emergency preparedness actions include: 1) ensuring you know the evacuation routes and severe weather shelter areas, determining how you will contact family and friends if phones are temporarily unavailable, and identifying where you will go if you need to evacuate the Denton area suddenly.
- In the event of a university closure, your instructor will communicate with you through Canvas regarding assignments, exams, field trips, and other items that may be impacted by the closure.