

Cover Sheet: Request 13238

AFS 4940 African Studies Internship

Info

Process	Course New Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Todd Leedy tleedy@ufl.edu
Created	10/16/2018 12:09:11 PM
Updated	2/26/2019 2:53:44 PM
Description of request	Add course to offer variable credit for Africa-related internship experiences.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	CLAS - African Studies 011650000	Todd Leedy		10/16/2018
No document changes					
College	Conditionall Approved	CLAS - College of Liberal Arts and Sciences	Joseph Spillane	The College Curriculum Committee conditionally approves this request, with the following: 1) removed "course is designed to" from the Course Description and just start with "Complements"; 2) replace the course objectives on the form with the excellent objectives listed on the actual syllabus; 3) make sure links and policies include all of those required at syllabus.ufl.edu, seems to be missing one.	11/5/2018
No document changes					
Department	Approved	CLAS - African Studies 011650000	Todd Leedy		11/5/2018
No document changes					
College	Approved	CLAS - College of Liberal Arts and Sciences	Joseph Spillane		11/26/2018
No document changes					
University Curriculum Committee	Commented	PV - University Curriculum Committee (UCC)	Lee Morrison	Added to December agenda.	12/10/2018
No document changes					
University Curriculum Committee	Recycled	PV - University Curriculum Committee (UCC)	Casey Griffith	Please include grade scale and point values for assignments, clarify expectations for various credit options, clarify expected work hours per credit hour, upload full syllabus.	12/18/2018
No document changes					
College	Recycled	CLAS - College of Liberal Arts and Sciences	Joseph Spillane	Please respond to UCC requests.	1/12/2019

Step	Status	Group	User	Comment	Updated
No document changes					
Department	Approved	CLAS - African Studies 011650000	Todd Leedy	Syllabus revised including grade scale and point values for assignments, expectations for various credit options, expected work hours per credit hour.	2/26/2019
AFS 4940.pdf					
College	Approved	CLAS - College of Liberal Arts and Sciences	Joseph Spillane		2/26/2019
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			2/26/2019
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|New for request 13238

Info

Request: AFS 4940 African Studies Internship

Description of request: Add course to offer variable credit for Africa-related internship experiences.

Submitter: Todd Leedy tleedy@ufl.edu

Created: 4/9/2019 3:45:23 PM

Form version: 3

Responses

Recommended Prefix AFS

Course Level 4

Number 940

Category of Instruction Advanced

Lab Code None

Course Title African Studies Internship

Transcript Title Afr Studies Internshp

Degree Type Baccalaureate

Delivery Method(s) Off-Campus, Online

Co-Listing No

Co-Listing Explanation N/A

Effective Term Summer

Effective Year 2019

Rotating Topic? Yes

Repeatable Credit? Yes

If repeatable, # total repeatable credit allowed 6

Amount of Credit Variable

If variable, # min 1

If variable, # max 3

S/U Only? Yes

Contact Type Supervision of Student Interns

Weekly Contact Hours 1

Course Description Course is designed to complement an Africa-related internship experience through guided reflection, critical analysis, synthesis and discussion.

Prerequisites Junior standing and approval of undergraduate coordinator.

Co-requisites N/A

Rationale and Placement in Curriculum Offers undergraduates opportunity to earn credit for Africa-related internship experiences.

Course Objectives This course is designed to help students:

- 1) Identify, describe, and explain how the experience informed their sense of self and understanding of the internship area.
- 2) Analyze themes, conflicts, and issues that emerged and describe and explain how they were addressed.
- 3) Identify and connect the knowledge and/or skills gained in their coursework to their internship/practicum observations and experiences.
- 4) Describe and explain how the experience will modify and/or support future behaviors, attitudes, and career development

Course Textbook(s) and/or Other Assigned Reading No texts assigned.

Weekly Schedule of Topics ASSESSMENTS:

Assessments are due on the date posted in the course schedule below. Late work is not accepted.

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

Assessment 1: Journals (100 points) – all students

Journals should be 1 page (250 words) and answer the questions related to the week.

Journal 1

What is your ultimate dream job (think five, 10 or 20 years down the road)? How can you use your current experience to reach that goal?

Journal 2

Picture yourself on the last day of your internship. What do you hope to have learned from this experience? What new skills will you have gained? How will you have changed?

Journal 3 - 5

For each journal, choose one skill from the list of transferable skills below and write how you have experienced and utilized it in your internship experience? How would you plan to develop and improve that particular skill in the future? Each journal must be on a different skill.

- Conflict identification and management
- Managing success and failure
- Building relationships and networking
- Self-monitoring and project management
- Office culture and work values
- Team collaboration

Assessment 2: Academic Connection Paper (100 points) – students enrolled for 2 or 3 credits

Write a 2-page paper (500 words) demonstrating the connection between your academic studies and your internship. This should not necessarily focus alone on your major, but on the connections between skills you have gained in both major and non-major courses and the activities you do in your internship site. You can include:

- why you study what you study
- why you are interning where you are interning
- what the connection is between the two
- how your studies have helped you succeed at the internship
- how your internship will help you succeed in future classes

Assessment 3: Final Paper (100 points) – students enrolled for 3 credits

- PART I (50 points): Write a one-page (250 words) description of your internship and your internship site. This should be a “Day in the Life” description with a summary of an intern’s typical day (time, responsibility, etc).
- PART II (50 points): Write a one-page (250 words) response to the following scenario: In a future interview, a recruiter asks you why you would make an ideal hire. Using your internship as a foundation for the response, write a qualitative overview demonstrating your advantages over other candidates. Include in your overview the following: 1) Your top two or three strengths – do not use the strengths most commonly repeated in interviews (communication, time management, organization, interpersonal). 2) Concrete examples of how you developed these strengths during your internship.

COURSE SCHEDULE

Assessment 1 – Friday of Week 3

Assessment 2 – Friday of Week 6

Assessment 3 – Friday of Week 9

Links and Policies <http://www.dso.ufl.edu/drc/>
<https://sccr.dso.ufl.edu/students/student-conduct-code/>
<https://evaluations.ufl.edu/results/>

Grading Scheme Satisfactory completion of assessments and minimum of 50 work hours (per credit hour) over no fewer than 3 weeks (per credit hour) are required in order to pass this course.

Total assessment points will be calculated, and final grade assigned according to the scale: S>72%; U<72%

Information on current UF grading policies for assigning grade points available at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Instructor(s) To be determined.

AFS 4940 - African Studies Internship

CREDITS: VAR 1-3

PREREQUISITES: approval by undergraduate coordinator

INSTRUCTOR:

EMAIL:

CLASS MEETING: All course assignments will be through Canvas

TEXTS: There are no texts for this course

COURSE DESCRIPTION:

Internships provide students with opportunities to integrate classroom knowledge, skills and methods with professional roles, responsibilities and activities in supervised settings. AFS4940 is a 1-3 credit, web-based course that complements your internship experience through guided reflection, critical analysis, synthesis and discussion. This course is offered for academic credit, **graded on a pass/fail basis** and fulfills upper division elective credit requirements.

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- 1) Identify, describe, and explain how the experience informed their sense of self and understanding of the internship area.
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UNIVERSITY POLICY ON ACCOMMODATING STUDENTS WITH DISABILITIES

Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

UNIVERSITY POLICY ON ACADEMIC MISCONDUCT

Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at <https://sccr.dso.ufl.edu/students/student-conduct-code/>

ONLINE COURSE EVALUATIONS

Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

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