

Environmental Studies Internship, EST 499

Instructor: Prof. Andrea Parker
108A Marshall Hall
Office Hours: Mondays 10:30am to 12:30pm
315-470-6573
amparker@esf.edu

DESCRIPTION OF THE COURSE: Internships serve as an excellent integrative experience during the senior year of undergraduate studies in the Environmental Studies Department and can be developed as the Senior Synthesis Project. An internship experience is an opportunity to apply skills and knowledge learned from courses in a work/occupational setting. These experiences can be either paid or unpaid depending on the internship. To be considered for internship credit, the experience must have the following designated before the internship starts: (1) a supervisor; (2) a scope of work and anticipated work schedule; (3) credit hours that coordinate with the number of hours worked (assignment of credit is made according to the general guideline that three hours of academically-related work per week for a 15 week semester – 45 hours – is the equivalent of 1 credit hour). An internship must be at least 3 credits to be considered for meeting the Senior Synthesis Project requirements.

STUDENT LEARNING OUTCOMES: The internship allows for the practice of skills and knowledge learned in the classroom in a work/occupational setting. Other more specific learning outcomes are dependent upon the internship structure and the goals of the student.

ASSIGNMENTS AND COURSE TIMELINE: Completion of the following assignments is required to receive a grade:

1. Environmental Studies Internship Agreement Form – Submitted to instructor prior to the beginning of the internship and/or beginning of the semester, whichever comes first.
2. Internship Agreement – Submitted prior to the beginning of the internship and/or beginning of the semester.
3. Internship Evaluation Form (from supervisor) – Requested from supervisor at the end of the internship. Have supervisor send the form directly to the instructor either through email or post mail.
4. 10 page (minimum, double spaced) paper reflecting on internship experience – Due by the end of the semester (can be submitted earlier if internship is completed before the end of the semester). Submit via email. Should include the following:
 - a. Background information on the internship.
 - b. Explanation of what student did during the internship – responsibilities and description of activities.
 - c. What student learned during the internship and how it applies to what has been learned in the student's option area within Environmental Studies.

GRADING: The student grade will be based on (1) submission of all relevant materials (leading to either a pass/fail) and (2) the quality of work (supervisor evaluation and final paper which determines final letter grade). The supervisor evaluation and paper are weighted evenly for the final grade. The final paper grade is based on (1) content – thorough and relevant to the 3 sections mentioned, and (2) spelling and grammar.

| Grading Scale | |
|----------------------|--------------|
| A | 93-100% |
| A- | 90-92% |
| B+ | 87-89% |
| B | 83-86% |
| B- | 80-82% |
| C+ | 77-79% |
| C | 73-76% |
| C- | 70-72% |
| D | 60-69% |
| F | 59% or below |

STUDENTS WITH LEARNING AND PHYSICAL DISABILITIES

SUNY-ESF works with the Office of Disability Services (ODS) at Syracuse University, who is responsible for coordinating disability-related accommodations. Students can contact ODS at 804 University Avenue- Room 309, 315-443-4498 to schedule an appointment and discuss their needs and the process for requesting accommodations. Students may also contact the ESF Office of Student Affairs, 110 Bray Hall, 315-470-6660 for assistance with the process. To learn more about ODS, visit <http://disabilityservices.syr.edu>. Authorized accommodation forms must be in the instructor's possession one week prior to any anticipated accommodation. Since accommodations may require early planning and generally are not provided retroactively, please contact ODS as soon as possible.

ACADEMIC DISHONESTY

Academic dishonesty is a breach of trust between a student, one's fellow students, or the instructor(s). By registering for courses at ESF you acknowledge your awareness of the ESF Code of Student Conduct (<http://www.esf.edu/students/handbook/StudentHB.05.pdf>), in particular academic dishonesty includes but is not limited to plagiarism and cheating, and other forms of academic misconduct. The Academic Integrity Handbook contains further information and guidance (<http://www.esf.edu/students/integrity/>). Infractions of the academic integrity code may lead to academic penalties as per the ESF Grading Policy (<http://www.esf.edu/provost/policies/documents/GradingPolicy.11.12.2013.pdf>).