

87-8813
#13

NOV 20 1987

INDIANA UNIVERSITY OF PENNSYLVANIA
SENATE CURRICULUM COMMITTEE B-2

NEW COURSE PROPOSAL

Department: Philosophy and Religious Studies
Person to contact for further information: Joel Mlecko/Kwasi Yirenkyi
Course affected: RS 493: Internship in Religious Studies
Desired semester of change: ASAP

Approvals:

Department Curriculum Committee Chairperson: *E. D. Boone*
Department Chairperson: *Shawn Montgomery 10-21-87*
College Advisory Committee Chairperson: *James L. Gray*
College Dean: *Mont Gray*

A. DESCRIPTION OF ACADEMIC NEED

A1. Catalog Description: (PLEASE ATTACH)

A2. Course Syllabus: (PLEASE ATTACH)

A3. Need Fulfilled: An internship will provide RS Majors/Double Majors
an opportunity to experience the concerns and influence of religions
beyond simply what those religions teach about divinity, to in-
tegrate classroom experience and practical experience, to trans-
late academic knowledge and skills to action, to broaden and test
career interests.

A4. Effect on other courses: RS 493 will complement both the theoretical
tenets of the discipline of RS and the content of that discipline
as found in the present RS course offerings.

A5. Does this course follow traditional offerings in the department? _____

This course is different from the traditional lecture/seminar offerings of the Department. But the course extends and complements those offerings by taking the student into the workaday world.

A6. Has this course been offered at IUP on a trial basis? No. Although an NEH grant was recently received by a student and faculty member in the

Dept. to investigate the impact of Islam on the political structures of several Mid-East countries. The research entailed working with several agencies and travel/interviews in the Mid-East. In many ways the project functioned as an internship--and it was successful.

A7. Is this a dual level course? No.

A8. Do other universities offer this course? Very few and those that do generally place their students in a pastoral setting (please see our course description).

A9. Is this course recommended or required by a professional society? No.

B. INTERDISCIPLINARY IMPLICATIONS

B1. Will the course be offered by one instructor or will there be a team? _____

The Department is prepared to assign faculty intern supervisors
as needed.

B2. Are additional or corollary courses needed? No.

B3. What is the relationship of the content of this course to the content of courses offered by other departments?

There is no conflict as the internship is geared specifically
toward students in the RS program.

B4. Is this course applicable in a program of the school of continuing education directed at other than full-time students?

No.

C. EVALUATION

C1. What procedures are expected to be used to evaluate student progress? _____
The Faculty Intern Supervisor will evaluate the intern's progress
and determine the internship course grade based upon the intern's
log, major paper, the onsite visitation(s), consultation with the
supervisor in the cooperating agency, and any other criteria
agreed upon with the intern before the internship begins.

C2. Variable credit? Yes, 3-6. 3-12. NO MORE THAN 6 SH OF
RS 493 MAY BE APPLIED TO 30 SH MINIMUM
IN MAJOR (NONE TO MINOR).

D. IMPLEMENTATION

D1. What resources are needed to teach this course? None. Cooperating agencies
have been noted by both faculty and students. Initial contact--
with favorable feedback--has been made with the following sample:
--The World Conference on Religion and Peace, New York City
--Council on Religion and International Affairs, New York City
--National Council on Religion & Public Education, Dayton (Wright State)
--State and County Historical Societies (Tri-State Area)
--Peace and Justice Commissions of various denominations (Tri-State)
--National Conference of Christians and Jews, Pittsburgh

D2. How many sections? [Informational Fliers available]
See D4.

D3. How often will the course be offered? Fall, Spring, and any summer session of
at least 5 weeks.

D4. How many students will be accommodated? The Department envisions in the
foreseeable future that no more than 1 or 2 students will intern
in any one semester.

A1. CATALOG DESCRIPTION.

RS 493: Internship In Religious Studies

3-12 SH

~~3-6 SH~~

Prerequisite: Permission of the Department, Junior or Senior RS Major or Double Major, 2.5 QPA.

Supervised experience--no longer than one semester and no less than five weeks--in public or private organizations that extends and complements coursework in RS. Objectives are developed individually in consultation with the RS faculty. Log and major paper required. Internships may not be done with organizations that are strictly pastoral (e.g., parish or campus ministry) or with proselytizing organizations. Internships are generally done with organizations that are ecumenical or inter-religious and which deal with broad social and/or moral issues.

Credit distribution: three to six credits may be assigned toward the major requirement--and those credits are assigned specifically to the "religion-related" element of the requirement.

A2. COURSE SYLLABUS....RS 493: Internship in Religious Studies.

The course syllabus for RS 493 will be individually designed between each intern and the faculty intern supervisor.

It will be designed in the context of the Catalog Description for RS 493 and the Internship Guidelines (attached) from the office of the Director of Professional Laboratory Experiences.

The design will be accomplished in consultation with the RS faculty and the supervisor at the cooperating agency.

INTERNSHIP GUIDELINES

I DEFINITION: An internship is an educational plan which integrates classroom experience and practical experience in industrial, business, government or community-service work situations. It allows students to translate academic principles to action, to test their career interests, and to develop skills and abilities through carefully planned and supervised programs related to the degree they are seeking. Close liaison between the University and the firm, institution, or agency providing the work experience is essential to a quality internship. The University will assume the responsibility of integrating this experience within the student's curriculum.

II POLICIES:

A Coordinator of Internships: The Director of Professional Laboratory Experiences has coordinating responsibility for all credit-carrying University internships.

B The Internship Course: The internship course must be listed in the University catalog or approved for inclusion (the Academic Vice President's Office and the College Deans maintain a listing of the courses that have been approved).

C Faculty Supervision:

(1) For students enrolled in from one to three credit hours, the intern's faculty supervisor will make a minimum of one on-site visitation per student, for each student enrolled in from four to six credits, a minimum of two on-site visitations; and for each student enrolled in from seven to twelve credits, a minimum of three on-site visits.

(2) Faculty intern supervisors will complete an Internship Supervision Report form after each on-site visitation. One copy of the report form will be given to the intern and one copy will be placed on file in the Office of Professional Laboratory Experiences.

(3) Internships are limited to institutions, businesses or agencies within a 500-mile radius of Indiana University of Pennsylvania.

(4) Supervisory Faculty must be in compensable status during the internship.

(5) The load formula for faculty supervision is 72 students equal one academic year full-time faculty equivalence.

(6) The Chairpersons of each department or their designee shall be responsible for an overall knowledge of the internship program. The appointment of the departmental internship coordinator is subject to approval by the Dean of the College and the Director of Professional Laboratory Experiences.

D. Student Requirements and Limitations:

(1) An undergraduate student must have earned at least 57 credits, been enrolled as an IUP degree candidate, and be in good academic standing at the time of application. No more than twelve internship credits may be used in completing the minimum undergraduate degree requirement of 124 credits.

(2) A graduate student must have earned at least nine graduate credits, have a minimum of 3.0 Q.P.A., and meet Departmental Internship requirements. No more than six internship credits may apply toward a graduate degree unless there is advance written approval from the student's advisor, Departmental Graduate Coordinator and the Dean of The Graduate School.

(3) Interns will maintain a daily log summarizing their activities as they relate the internship experience to the academic program. Logs will be examined by the faculty supervisor at intervals during the internship period. Before a grade is awarded, logs must be presented in a final form and be sufficiently detailed to serve as a major element in the internship evaluation.

(4) A major paper submitted at the end of the internship period is a normal part of the assignment. An alternative experience can be the presentation of a detailed oral report before a faculty-student evaluation committee.

(5) The student applying for an IUP internship must subscribe to the following **Code of Ethics for Interns:**

As an IUP intern, I realize that it is my responsibility to cooperate with my employer and to hold in professional confidence any information gained regarding the business of the firm, institution or agency, and to refrain from using such information in an unethical manner. It is my further responsibility to maintain high personal standards and a willingness to learn on the job.

E. Evaluation: The legal responsibility of determining the grade for the intern experience rests with the University. Faculty Supervisors may independently or in conjunction with a supervisor in a cooperating agency arrive at a final grade but the grading responsibility may not be delegated solely to the cooperating agency.

III. APPLICATION AND APPROVAL PROCEDURES: Internships must originate in one of the departments of the University. The educational experience to be undertaken is to be described in an attachment to this form. The internship is designed with the assistance of a departmental advisor and credit is obtained by signing up for the specific internship course offered through that department.

Students desiring to do an internship may pick up an Internship Approval Form from the Office of Professional Laboratory Experiences or from an Internship Advisor in any of the departments within the University.

The internship Approval Form must be filled out completely and all signatures obtained before the internship request will be given final approval. Individual departments may require additional data from the students.

Dates for submission of the internship approval form are set by the Director of Professional Laboratory Experiences. Those dates are posted in the Office of Professional Laboratory Experiences at the beginning of the fall semester. The internship approval form must be processed by the dates established and in all cases approved prior to the time the student begins the internship. **Internships will not be approved after the fact.**