

NEW COURSE PROPOSAL

Courses must be submitted by October 15, 2010, and finalized by the end of the fall semester for the next catalog production.

Use YELLOWED areas to enter data.

DATE (*Change if modified and redate file with current date*)

FEB 1, 2011; REV 4.6.11; REV 4.20.11

PROGRAM AREA(S)

ENGL

1. Course Information. *[Follow accepted catalog format.]*

Prefix(es) (Add additional prefixes if cross-listed) and **Course No.** ENGL 492

Title: INTERNSHIP **Units:** 1-3

Prerequisites: Junior or Senior Standing

Corequisites: none

X Consent of Instructor Required for Enrollment

Catalog Description (Do not use any symbols): **Service learning/internship experience in business or organizational environment appropriate to student's professional goals. Positions are arranged collaboratively with faculty, student and local organization and must meet program standards for internships. Repeatable up to 6 units.**

Grading Scheme:

X A-F Grades

Credit/No Credit

Optional (Student Choice)

Repeatability:

X Repeatable for a maximum of 6 units

Total Completions Allowed 2

Multiple Enrollment in Same Semester

Course Level Information:

X Undergraduate

Post-Baccalaureate/Credential

Graduate

Mode of Instruction/Components (*Hours per Unit are defaulted*).

	Units	Hours per Unit	Benchmark Enrollment	Graded Component	CS & HEGIS # (Filled in by the Dean)
Lecture		1			
Seminar		1			
Laboratory		3			
Activity		2			
Field Studies					
Indep Study					
Other Blank	1-3	variable	20	X	

Leave the following hours per week areas blank. The hours per week will be filled out for you.

Variable hours per week

hours blank per week

2. Course Attributes:

General Education Categories: All courses with GE category notations (including deletions) must be submitted to the GE website: <http://summit.csuci.edu/geapproval>. Upon completion, the GE Committee will forward your documents to the Curriculum Committee for further processing.

A (English Language, Communication, Critical Thinking)

A-1 Oral Communication

A-2 English Writing

A-3 Critical Thinking

B (Mathematics, Sciences & Technology)

B-1 Physical Sciences

B-2 Life Sciences – Biology

B-3 Mathematics – Mathematics and Applications

B-4 Computers and Information Technology

C (Fine Arts, Literature, Languages & Cultures)

C-1 Art

C-2 Literature Courses

C-3a Language
C-3b Multicultural

D (Social Perspectives)

E (Human Psychological and Physiological Perspectives)

UDIGE/INTD Interdisciplinary

Meets University Writing Requirement

Meets University Language Requirement

American Institutions, Title V Section 40404: Government US Constitution US History

Refer to website, Exec Order 405, for more information: <http://senate.csuci.edu/comm/curriculum/resources.htm>

Service Learning Course (Approval from the Center for Community Engagement must be received before you can request this course attribute).

3. Justification and Requirements for the Course. (Make a brief statement to justify the need for the course)

A. Justification: To offer our students opportunities to put their creative and/or technical writing and cultural analysis skills to use in environments that challenge them; to offer them hands-on work experience that will expand their career-readiness.

B. Degree Requirement: Requirement for the Major/Minor
X Elective for the Major/Minor
Free Elective

**Note: Submit Program Modification if
this course changes your program.**

4. Student Learning Outcomes. (List in numerical order. You may wish to use the following resource in utilizing measurable verbs: <http://senate.csuci.edu/comm/curriculum/resources.htm>)

Upon completion of the course, the student will be able to:

1. verbally express ideas clearly and persuasively with clients, supervisors, and/or colleagues and participate effectively in discussions
2. express ideas clearly and persuasively in writing as evidenced by acceptable accomplishment of two or more of the following as appropriate to the placement:
 - a. daily logs
 - b. student/faculty email communication
 - c. statement of learning goals
 - d. statement of learning outcomes
 - e. description/rating of course duties and course instructor/supervisor
 - f. summary of hours served
 - g. reports and papers
3. demonstrate (as appropriate to placement) the ability to:
 - a. appropriately acquire and evaluate information
 - b. organize and maintain information
 - c. interpret information
 - d. apply knowledge to the task
 - e. comply with course requirements
 - f. negotiate and arrive at decisions
 - g. work with diverse populations
 - h. work in cross-cultural and/or multicultural settings
 - i. monitor and correct performance
 - j. appropriately select and use technology
 - k. exercise leadership
 - l. behave professionally
 - m. behave ethically
 - n. listen effectively
 - o. address colleagues and superiors appropriately
 - p. allocate time effectively
 - q. adapt effectively to changing conditions
 - r. participate as a member of a team
 - s. develop appropriate workplace attitudes
 - t. understand and manage personal behavior and attitudes
 - u. develop individual responsibility

5. Course Content in Outline Form. [Be as brief as possible, but use as much space as necessary]

Provides students with hands-on experience and/or service learning opportunities in environments needing support from the fields of language, literature, creative and technical writing.

Does this course content overlap with a course offered in your academic program? **Yes** ☐ **No** ☒
If YES, what course(s) and provide a justification of the overlap. ☐

Does this course content overlap a course offered in another academic area? **Yes** ☐ **No** ☒
If YES, what course(s) and provide a justification of the overlap. ☐

Overlapping courses require Chairs' signatures.

6. Cross-listed Courses (Please note each prefix in item No. 1)

A. List Cross-listed Courses (Signature of Academic Chair(s) of the other academic area(s) is required).
List each cross-listed prefix for the course: ☐

NA

B. Program responsible for staffing: ☐

7. References. [Provide 3 - 5 references]

Adler-Kassner, L., Zlotkowski, E., Crooks, R., & Watters, A. (Eds.). (1997). [*Writing the community: Concepts and models for service-learning in composition*](#). Washington, DC: American Association for Higher Education.

Kaye, Cathryn Berger. *The Complete Guide to Service Learning: Proven, Practical Ways to Engage Students in Civic Responsibility, Academic Curriculum, & Social Action*

Zlotkowski, E. (Ed.). (1998). [*Successful service learning programs: New models of excellence in higher education*](#). Bolton, MA: Anker Publishing Company.

8. Tenure Track Faculty Qualified to Teach This Course.

Mary Adler, Julia Balén, Jacque Kilpatrick, Bob Mayberry, Brad Monsma, Joan Peters

9. Requested Effective Date:

First semester offered: F 2011

10. New Resources Requested. **Yes** ☐ **No** ☒

If YES, list the resources needed.

A. Computer Needs (data processing, audio visual, broadcasting, other equipment, etc.)
☐

B. Library Needs (streaming media, video hosting, databases, exhibit space, etc.)
☐

C. Facility/Space/Transportation Needs
☐

D. Lab Fee Requested (please refer to Dean's Office for additional processing) **Yes** ☐ **No** ☐

E. Other
☐

11. Will this new course alter any degree, credential, certificate, or minor in your program? **Yes** ☐ **No** ☒

If, YES attach a program update or program modification form for all programs affected.

Priority deadline for New Minors and Programs: October 4, 2010 of preceding year.

Priority deadline for Course Proposals and Modifications: October 15, 2010, of preceding year.

Last day to submit forms to be considered during the current academic year: April 15th.

Julia Balén

2/1/11

Proposer of Course (Type in name. Signatures will be collected after Curriculum approval)

Date

Approval Sheet

Program/Course:

If your course has a General Education Component or involves Center affiliation, the Center will also sign off during the approval process.

Multiple Chair fields are available for cross-listed courses.

Program Chair		
	Signature	Date
Program Chair		
	Signature	Date
Program Chair		
	Signature	Date
General Education Chair		
	Signature	Date
Center for International Affairs Director		
	Signature	Date
Center for Integrative Studies Director		
	Signature	Date
Center for Multicultural Engagement Director		
	Signature	Date
Center for Civic Engagement Director		
	Signature	Date
Curriculum Chair		
	Signature	Date
Dean of Faculty		
	Signature	Date