Syllabus for ENVS 183A/183B: Senior Internship

Syllabus for ENVS 183A/183B: Environmental Studies Senior Internship

Introduction to the course

A **Senior Internship** is a two-quarter commitment. The student first takes 183A and then 183B the following quarter. Internships should be arranged in the quarter before enrolling in 183A, and the last day for enrolling is one week after the start of the quarter in which the student is taking 183A. Students should expect to spend 15 hours per week on this course, including roughly 12 hours actually working for the agency (either on routine tasks or on their project) and 3 hours working on written assignments. The following requirements are not meant to limit student creativity but to ensure that students include a clear academic component in their final work.

Note: Students who are interested in an upper-division internship but not the full senior internship commitment can instead take ENVS 183 (5-unit upper division internship), which is a stand-alone class that counts as one elective towards the ENVS single major. It requires a final project but a less ambitious one than for a senior internship.

Other useful links related to this course:

- [Course Assignment Due Dates](#)
- [ENVS Internship Course Comparison Tool](#)

ENVS 183A (the first quarter)

The following are the requirements for all students enrolled in 183A:

1. Minimum of 12 hours spent working for the agency, including a mix of routine tasks and project work. The exact breakdown between these categories should be determined in consultation with the Agency Sponsor.

2. At least 3-4 meetings with Faculty Sponsor in each quarter

3. A **midterm report** signed by both agency and faculty sponsors. This should be uploaded to Canvas by the end of Week 6.

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4. A **detailed [project proposal](#)** that outlines the academic literature informing the project, project objectives or research questions, methods, and a timeline of tasks to be completed during the 183B quarter. This project proposal must be developed in close collaboration with both the agency and faculty sponsors. This must be uploaded to Canvas by the end of Week 10 (last day of instruction).

5. A 1250-1500 word **[reflection paper](#)** that summarizes what the student has learned from the internship to this date, also due at the end of the quarter. This must be uploaded to Canvas by the end of Week 10 (last day of instruction).

ENVS 183B (the second quarter)

The following are the requirements for all students enrolled in 183B:

1. Minimum of 12 hours spent working for the agency, including a mix of routine tasks and project work. In this quarter, the percentage of time spent working on the project will likely increase. The exact breakdown between these categories should be determined in consultation with the Agency Sponsor.

2. At least 3-4 meetings with Faculty Sponsor in each quarter

3. A **[midterm report](#)** signed by both agency and faculty sponsors. This should be uploaded to Canvas by the end of Week 6.

4. A **final project for the agency**. Final projects are highly varied. However, to comply with the Senior Comprehensive Requirements, your project must include a paper reviewing the relevant academic literature (see [project paper guidelines](#)). The faculty advisor must give feedback on at least one draft of this paper. A complete draft must therefore be turned in to the faculty sponsor by the end of Week 7 to allow time for them to give feedback and for the student to revise the paper. The final paper must be uploaded to Canvas by the end of Week 10 (last day of instruction). There are two different primary forms that the final project can take:

A) **A research-based paper of at least 3,000 words.** Paper-based projects might include: a scientific research paper; a professional report such as a monitoring, restoration, business plan, or an extensive economic analysis; or a grant proposal. Your final report should synthesize and analyze relevant literature and data to inform the conclusions/recommendations.

B) **A non-paper project <u>and</u> a paper of at least 2,000 words synthesizing background research that was done for the project.** A non-paper project could be comprised of *another media type*, such as a web page, a photo documentary, a documentary film, a

public service announcement, or a teaching curriculum. Alternatively a non-paper project could be *a built project*. In the past, students have designed and constructed such projects as a greenhouse, a solar pump, and an herb garden. In these cases, the accompanying paper synthesizes and cites the relevant literature that provides the conceptual framework for the project. If you construct a built project, **be sure to document the final product** (e.g., with photographs or final designs) and upload them along with your background paper.

5. A **student evaluation of internship**. This form must be submitted by the end of Week 10 (last day of instruction).

6. The student is also responsible for reminding the Agency Sponsor to turn in their **agency evaluation of them as an intern** to the Internship Office at esintern@ucsc.edu. The office uploads the agency evaluation to Canvas by the end of Week 10 (last day of instruction).

University policies

Academic accommodations

UC Santa Cruz is committed to creating an academic environment that supports its diverse student body. If you are a student with a disability who requires accommodations to achieve equal access to this course, please submit your Accommodation Authorization Letter from the Disability Resource Center (DRC) to your faculty sponsor, privately during my office hours or by appointment, preferably within the first two weeks of the quarter. Please discuss ways to ensure your full participation in the course with your faculty sponsor. All students who may benefit from learning more about DRC services are encouraged to contact the DRC at 831-459-2089 or drc@ucsc.edu.

Inclusivity

It is the intent of the Environmental Studies Internship Program that students from all backgrounds and with all perspectives feel included and can learn and achieve their goals in this course. The diversity that all students bring to this class is a resource, strength, and benefit. We intend to bring to class materials and activities that embrace a diversity of perspectives, experiences, and positions. Your suggestions for making this learning community as inclusive as possible are encouraged and appreciated. Please let the internship office and your faculty sponsor know if you identify ways to improve the effectiveness of the course for you personally or for other students or student groups. If any internship meetings or field work conflicts with your

religious or cultural events, please let us know so we can work together to make alternative arrangements.

CARE

UCSC Campus Advocacy, Resources & Education (CARE) believes all people deserve to live and engage in an environment free from violence. The CARE program provides support, advocacy, resources, and violence prevention education to the UC Santa Cruz community. CARE responds to the needs of students and others impacted by stalking, dating/domestic violence, and sexual assault by providing free and confidential services. CARE also collaborates with students, faculty, and staff to educate the campus community about our vital role in preventing violence and creating social justice locally and globally.

Title IX

Title IX prohibits gender discrimination, including sexual harassment, domestic and dating violence, sexual assault, and stalking. If you have experienced sexual harassment or sexual violence, you can receive confidential support and advocacy at the Campus Advocacy Resources & Education (CARE) Office by calling (831) 502-2273. In addition, Counseling & Psychological Services (CAPS) can provide confidential counseling support (831) 459-2628. You can also report gender discrimination directly to the University's Title IX Office (831) 459-2462. Reports to law enforcement can be made to UCPD, (831) 459-2231 ext. 1. For emergencies, call 911.

Faculty and Teaching Assistants are required under the UC Policy on Sexual Violence and Sexual Harassment to inform the Title IX Office should they become aware that you or any other student has experienced sexual violence or sexual harassment.

Academic Integrity

All members of the UCSC community benefit from an environment of trust, honesty, fairness, respect, and responsibility. You are expected to present your own original work and acknowledge the work of others in order to preserve the integrity of scholarship. Academic integrity means submitting your own original work. This means that you do not self-plagiarize by submitting work that was previously used for another class or project. It also means that if you use the work of others, you cite it appropriately. Finally, it means that you must not make use of AI-enabled technology, as this would be claiming credit for work you did not do (both because the technology did the writing and because it essentially plagiarizes the work of others on your behalf). Any form of academic dishonesty will result in an automatic failing grade for the course. For more information see the UCSC Academic Misconduct Policy for Undergraduates.