

Syllabus for ENVS 84:

Environmental Studies Internship

Introduction to the course

This 2-credit internship offers students supervised learning in environmental problem solving. Students collaborate with government agencies, on-campus organizations, private companies, or citizen action groups either individually or in teams. The internship emphasizes skill development and provides hands-on, real-world experience in the field.

Other useful links related to this course:

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

ENVS 84

The following are the requirements for all students enrolled in 84:

1. **Minimum of 54 hours spent working for the agency.** Specific tasks vary by internship and will be assigned to you by your agency sponsor. **Track your hours on a [timesheet](#)**, which is signed by your agency sponsor by the end of Week 6 and again by the end of Week 10. Your goal should be to complete 6 hours per week directly working for your agency, but the 54 hour minimum means that if you sign up a week late or miss a week due to illness that you are unable to make up, you will still be on track. Note: this does not mean that you are entitled to a week off. Please aim to be present every single week and to make up any hours that you miss (ask your agency sponsor how); it is important to show your agency sponsor that you are reliable and hard working since you may want a letter of reference from them in the future and you are representing all UCSC interns. In addition to working directly with the agencies, you will also spend ~6 hours during the quarter on assignments (e.g., journal, final reflection paper).

2. **At least 2 meetings with your faculty sponsor.** You are responsible for making sure these meetings happen. Talk to your sponsor about their preferences for scheduling – some have particular periods set aside for meeting with interns, some like to meet during their regularly scheduled office hours, and some prefer to set up meetings on a case-by-case basis.

3. **Minimum 250 words per week of critical reflection in [journal entries](#).** Each week, you will track your work through journaling, which can be handwritten or typed, include pictures or drawings, and be organized by day or week. Journaling helps you reflect on your tasks, interactions, progress towards learning objectives, and any challenges or achievements. You can choose to maintain either a physical or electronic journal. The completed journal is due by Week 10. If you choose a physical journal, please scan it into a single file for submission on Canvas, or contact the Internship Office to arrange a time for in-person drop-off.
4. **A [midterm report](#)** signed by both agency and faculty sponsors. This should be uploaded to Canvas by the end of Week 6.
5. **A 1250-1500 word [reflection paper](#)** that discusses what you learned from the internship. This must be uploaded to Canvas by the end of Week 10 (last day of instruction).
6. **A [student evaluation of the internship](#).** This form must be submitted by the end of Week 10 (last day of instruction).
7. 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](#).