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Spring 2-1-2022

### SOCI 496.01: Public Service - Sociology Internship

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**SOCI 496/498/598: Sociology Internship**  
University of Montana  
*Spring 2022*

**Course Details**

**Class Location:** Online  
**Meeting Time:** Asynchronous  
**Credit Hours:** 1-6

**Instructor:** James Tuttle, Ph.D.  
**Email:** james.tuttle@mso.umt.edu  
**Office:** Social Sciences 307  
**Office Hours:** M/W 11 a.m.-Noon (Zoom)  
**Phone:** (406) 243-5912

**Course Description**

This course is part of the internship program in the Department of Sociology. The internship provides an opportunity to engage in experiential learning. Throughout this course, students will apply sociological insights as well as reflect on their experiences within the field. In addition to providing “real-world” experience, students will develop a deeper understanding of sociological insights.

**Learning Goals and Objectives**

By the end of the course, each student should be able to:

- apply sociological concepts and theories to internship experiences.
- analyze his/her internship experience within broader societal context.
- meet the standards of working within a professional environment.
- exhibit internship experience(s) relevant for a future career.

**Course Expectations**

This course takes place primarily at each student’s respective internship, service, or employment site. As such, each student’s internship expectations are primarily dictated by the organization where the internship takes place. The expectation is that students will exhibit professional conduct within their internships, which will be evaluated by their respective supervisors. Additionally, students must periodically submit a log of their internship hours to the course instructor.

The online portion of this course includes both documentation of the internship as well as discussion boards in which students will reflect upon your experiences in the internship. The expectation is that each student will interact in a respectful manner with the other students within the course, as well as their instructor. Failure to uphold professional standards at the internship site or interact in a respectful manner will result in sanctions, which range from grade deductions to expulsion from the course.

**Required Textbooks**

There are no required textbooks for this course.

## Grading

Each student will be assigned a grade for this course primarily based upon the successful completion of his/her internship hours as well as the satisfactory completion of course assignments. The precise internship hourly requirements depend upon the number of credit hours that you are enrolled in for the course. In general, for every credit hour you need to spend at least three hours working at your internship. For three (3) credit hours, you must work a total of 135 hours throughout the semester (an average of nine (9) hours per week).

The following rubric is the guideline I use in assigning final grades for this course. Your grade is primarily dependent upon successful completion of each course assignment.

### **A**

- Completes all required internship hours to satisfaction of organization
- On-time and satisfactory completion of course assignments

### **B**

- Completes all required internship hours to satisfaction of organization
- (Mostly) on-time and satisfactory completion of course assignments

### **C**

- Completes all required internship hours to satisfaction of organization
- Some assignments are not graded as 'satisfactory,' including possible late or missed assignments

### **F**

- Failure to complete required internship hours and/or
- Failure to complete multiple course assignments

### **Earning Your Grade:**

In addition to internship hours, course assignments include: submission of internship agreements, submission of hourly logs, meeting(s) with the instructor, and online discussion boards. However, the precise breakdown of the assignments and grades is dependent upon the student, as some students will have alternative assignments based upon their individual circumstance.

While many of these assignments are graded as pass/fail, there is a range of grades that can be assigned for each discussion board. Each discussion board requires both an initial post as well as a response post to another student. Generally, however, discussion board posts are graded based upon whether a student: (1) addresses all portions of the discussion prompt, (2) engages with the ideas using critical thinking and application of sociological concepts, and (3) develops the ideas expressed within the post to a sufficient degree. (The initial post should be around three paragraphs in length.) In response posts, students must also respond substantively to the original post and make contribution to the discussion. Students will receive a grade ranging between zero (0) and three (3) for each discussion board post, as outlined below:

3 = A

2 = B

1 = C

0 = F

### **A Note on Late Submissions or Incomplete Assignments:**

If a student misses an assignment and does not present the appropriate paperwork for the absence to be excused, he or she receives a '0' for the assignment. Late work is accepted at the discretion of the instructor.

### **University Policies**

#### **Excused Absence Policy:**

Under some circumstances, students will be excused from missing class and assignments. When a student is absent from class and/or misses an assignment due to an excused absence, it does not count against the student's grade. Missed assignments due to an excused absence are granted an extension (at the discretion of the instructor).

Students requesting an excused absence need to inform the instructor as soon as possible, preferably before the class that is missed. Excused absences include illness, injury, family emergency, religious observance, cultural/ceremonial events, participation in a University sponsored activity, military service, or mandatory public service. Students must gain clearance from the instructor before the class that is missed or provide documentation after missing class. More about the University Policy on class attendance and absences can be found here: <https://catalog.umd.edu/academics/policies-procedures/>

#### **University of Montana's Cultural Leave Policy:**

"Cultural or ceremonial leave allows excused absences for cultural, religious, and ceremonial purposes to meet the student's customs and traditions or to participate in related activities. To receive an authorized absence for a cultural, religious or ceremonial event the student or their advisor (proxy) must submit a formal written request to the instructor. This must include a brief description (with inclusive dates) of the cultural event or ceremony and the importance of the student's attendance or participation. Authorization for the absence is subject to approval by the instructor. Appeals may be made to the Chair, Dean or Provost. The excused absence or leave may not exceed five academic calendar days (not including weekends or holidays). Students remain responsible for completion or make-up of assignments as defined in the syllabus, at the discretion of the instructor."

#### **Accessibility Services for Students:**

"The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students. If you have a disability that adversely affects your academic performance, and you have not already registered with Disability Services, please contact Disability Services in Lommasson Center 154 or 406.243.2243. I will work with you and Disability Services to provide an appropriate modification."

#### **Food Pantry Program**

"UM offers a food pantry that students can access for emergency food. The pantry is open on Tuesdays from 12 to 5 PM and Fridays from 10 AM to 5 PM. The pantry is located in UC 119 (in the former ASUM Childcare offices). Pantry staff operate several satellite food cupboards on campus (including one at Missoula College). For more information about this program, email [umpantry@mso.umd.edu](mailto:umpantry@mso.umd.edu), visit the UM Food Pantry Website

([www.umt.edu/pantry](http://www.umt.edu/pantry)) or contact the pantry on social media (@pantryUm on twitter, @UMPantry on Facebook, um\_pantry on Instagram).”

### **ASUM Renter Center**

“The Renter Center has compiled a list of resources (<https://medium.com/griz-renter-blog>) for UM students at risk of homelessness or food insecurity. Students can schedule an appointment with Renter Center staff to discuss their situation and receive information, support, and referrals.”

### **TRiO Student Support Services**

“TRiO serves UM students who are low-income, first-generation college students or have documented disabilities. TRiO services include a textbook loan program, scholarships and financial aid help, academic advising, coaching, and tutoring.

Students can check their eligibility ([www.umt.edu/trioss/apply.php](http://www.umt.edu/trioss/apply.php)) for TRiO services online. If you are comfortable, please come see members of the teaching team. We will do our best to help connect you with additional resources.”

### **Academic Dishonesty**

Academic dishonesty is not tolerated in this class. By submitting an assignment in this course, students are acknowledging that the work that they have submitted is their own work and that they have neither given nor received any unauthorized assistance in completing the assignment. Plagiarism is not accepted and will be punished by failure in the course and possible suspension or expulsion. Please review the ‘Student Conduct Code’ (<http://www.umt.edu/student-affairs/community-standards/default.php>) for further information on student responsibilities in maintaining academic honesty.

## Course Schedule

Please note that the dates of assignments and/or precise assignments are subject to change. I reserve the right to make changes to the course materials as well as the class activities as I see fit to facilitate achievement of the course objectives.

Assignments highlighted with an asterisk (\*) are expected of all students. For students who are enrolled in SOCI 498 for the first time, all assignments listed below must be completed.

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### Week 1 (January 18-21)

*Required Reading Materials:*

- Course Syllabus

*Class Assignments:*

- **Student Introduction (Discussion Board #1)\***
- 

### Week 2 (January 24-28)

*Class Assignments:*

- **Meet with Supervisor\***
- 

### Week 3 (January 31-February 4)

*Class Assignments:*

- **Complete Internship Agreement\***
  - **Submit Internship Log\***
  - **First-Impressions of Internship (Discussion Board #2)**
- 

### Week 4 (February 7-11)

*Class Assignments:*

- **Report Internship to UM's Experiential Learning and Career Services\***
  - **Meet with Course Instructor\***
- 

### Week 5 (February 14-18)

*Class Assignments:*

- **Internship Skills (Discussion Board #3)**
- 

### Week 6 (February 21-25)

*Class Assignments:*

- **Sociological Concepts (Discussion Board #4)**
- 

### Week 7 (February 28-March 4)

*Class Assignments:*

- **Submit Internship Log\***
  - **Intervening in Social Problems (Discussion Board #5)**
- 

### Week 8 (March 7-11)

*Class Assignments:*

- **Worker Control (Discussion Board #6)**
-

**Week 9 (March 14-18)**

*Class Assignments:*

- **Credentialism (Discussion Board #7)**
- 

**Week 10 (March 21-25) – Spring Break**

*Class Assignments:*

- **None – Enjoy your Break!**
- 

**Week 11 (March 28-April 1)**

*Class Assignments:*

- **Submit Internship Log\***
  - **Networking (Discussion Board #8)**
- 

**Week 12 (April 4-8)**

*Class Assignments:*

- **Meet with Course Instructor\***
- 

**Week 13 (April 11-15)**

*Class Assignments:*

- **Reflection (Discussion Board #9)**
- 

**Week 14 (April 18-22)**

*Class Assignments:*

- **Complete Internship Evaluation\***
  - **Contact Supervisor to Ensure Completion of Your Evaluation\***
- 

**Week 15 (April 25-29)**

*Class Assignments:*

- **Complete UM's Service Learning Survey\***
- 

**Week 16 (May 2-6)**

*Class Assignments:*

- **Submit Final Internship Log\***
- **Complete Course Evaluation\***