

**Rutgers University**  
**CESEP Placement**  
**Acelero Learning Centers/Puerto Rican Action Board**  
**Service Learning Internship**  
**RECITATION Syllabus Fall 2012**

**Friday 10:20-11:40 (10/5, 10/26, 11/17, 12/7) SEC 212**

**Friday 12:00-1:20 (10/5, 10/26, 11/17, 12/7) SEC 212**

**Instructor: Kate Garcia, M.A.**

**Email: klyuschak@gmail.com**

**Office Hours: by appointment only**

**Course Description:** This is an optional 1-credit service-learning course that will meet four times during the semester. The RU Civic Engagement and Service Education Partnerships Program (CESEP) placement associated with Community Psychology and Mental Health, Atypical Child Development, and Infant and Child Development courses will take place at either Monmouth and Middlesex Counties Acelero centers or Puerto Rican Action Board (PRAB) centers.

The purpose of the recitation is to provide students with a format to reflect on the work they are doing at their placements and to find deeper meaning in their contributions to the community. Often individuals dedicate much time to volunteering and doing good work within different organizations and settings without a space to share their experiences and troubleshoot the challenges they face. This recitation presents students working with Acelero or PRAB the unique opportunity to learn from each other and to strengthen their sense of civic engagement.

It is very important to follow the **Student Volunteer Guidelines** document (on Sakai) to ensure that you complete the required documents and can then start in a timely manner. **Also, you must attend the mandatory CESEP orientation on September 14<sup>th</sup> at the Cook Campus Center, Multipurpose Room.** Registration starts at 1:00 and the actual orientation begins promptly at 2:00 and ends at 3:30. The make-up orientation will be on Monday, September 17<sup>th</sup> at the Rutgers Student Center, room 402 (same times). This will better acquaint you with the program and answer any questions you might have.

**Course Requirements:**

1. **Service Hours:** A total of at least 30 hours at your placement. This is typically completed over 10 weeks, at 3 hours a week. *If you miss a day for any reason, you are responsible for arranging make-up hours.*
2. **Recitations:** It is mandatory that you attend all 4 recitation sessions. Recitations will allow the opportunity to discuss practical and theoretical issues about your experiences in a setting with your peers.

3. **Journal:** Journal writing is seen as an integral part of the reflective process. A typed journal entry for each day (session) at your placement site is required. There should be 10 journal entries (if you go ten days) in total and each should be double-spaced, 1-2 pages in length. Please see “Journal Format” document on Sakai for outline. At the end of the semester I will be checking the number of times you went to the site and determining how many journals you need to hand in. Here are the deadlines on when journals are due to me:

October 26<sup>th</sup>: At least two journals

November 17<sup>th</sup>: At least four additional journals

December 7<sup>th</sup>: The remainder of your journals are due.

4. **Goodbye Project:** A “Goodbye Project” will also be required. This project is an exercise that you will design for your last on site visit at your placement. Your last journal entry (entry #10) will be your written Goodbye Project. This entry should be 3-5 pages, double-spaced summarizing the project as well as the totality of your experience. See “Goodbye Project Format” document available on Sakai for details.

5. **Grading:** Grades will be assigned based on the completion of all requirements for this course.

## **6. Class Participation**

We will have many opportunities for discussion, questions and answers, group discussions, as well as the typical discussion and questions that arise during recitation. Class participation is CRUCIAL to the quality of the class. Please come prepared to share your thoughts and ideas and ready to participate.

**Important Note:** At times, the subject matter we discuss in class may be controversial or sensitive. All viewpoints will be respected, but please note that everyone may not share your opinion on a particular topic. Additionally, this class is designed to be a safe space for *all* individuals regardless of gender, sexual orientation, race, ethnicity, nationality, physical or mental disability, or socioeconomic status.