

**Rutgers University
Collaborative Placement
Acelero Learning Centers/Puerto Rican Action Board
Service Learning Internship
RECITATION Syllabus Fall 2014**

Thursday 2:30-3:50 (10/2, 10/23, 11/13, 12/4) TIL 103B

Thursday 4:00-5:20 (10/2, 10/23, 11/13, 12/4) TIL 103B

**Instructor: Jennifer Rodriguez
Email: jrcollaborative@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 Collaborative, A Center for Community-Based Learning, Service & Public Scholarship 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, Puerto Rican Action Board (PRAB) centers or the Millhill Child & Family Development Corporation in Trenton, NJ.

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, PRAB, or Millhill the unique opportunity to learn from each other and to strengthen their sense of civic engagement.

It is very important to follow the **Instructions for PRAB/Acelero/Millhill Procedures** document to ensure that you complete the required documents and can then start in a timely manner. **Also, you must attend the mandatory Collaborative orientation on Friday, January 31st at the Cook Campus Center, Multi-Purpose 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, February 3rd at the Rutgers Student Center, room 166 (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 and Goodbye Project** document on Sakai for an 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:

March 14th: At least two journals

April 11th: At least five additional journals

May 2nd: 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 **Journal Format and Goodbye Project** 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.

****Rutgers Civic Scholar Certificate.** As a student enrolled in the CESEP course, you may be interested in pursuing the Rutgers Civic Scholar Certification. The Rutgers Civic Scholar designation will be part of students’ official transcript letting future employers and graduate schools know that they are contributing towards solving some of society’s most intractable problems. For more information on the requirements for obtaining this certificate, please visit the Rutgers Civic Scholars Program website.

http://engage.rutgers.edu/index.php?option=com_content&view=article&id=87&Itemid=142**