

**Rutgers University
The Collaborative
Service Learning Internship
Recitation Syllabus Spring 2019**

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Office Hours: By appointment

Course Description: This is an optional 2-credit online service-learning course for students who have already participated in the CESEP course in a previous semester. This is a placement through Rutgers' Collaborative Center for Community-Based Research and Service that is associated with an Acelero/PRAB/RUPCDC/Millhill placement. It is also associated with the Community Psychology and Mental Health, Atypical Child and Adolescent Development, and Infant and Child Development courses.

The purpose of the recitations 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. These recitations present students working with Acelero, PRAB, RUPCDC, or Millhill the unique opportunity to learn from each other and to strengthen their sense of civic engagement. Students are encouraged to reference the Canvas site frequently in order to stay on top of their assignments.

Because students in this course have already completed the CESEP course, they are not required to meet in person for recitations. Instead of the in-person recitations, students are asked to participate in more written and online activities. See below for more details.

Course Requirements:

- 1. Service Hours:** A total of at least 30 hours is required at the placement. This is typically completed over 10 weeks, at 3 hours a week. *If students miss a day for any reason, they are responsible for arranging make-up hours.* Students are required to record hours on the **Time Sheet** document. This log must be submitted by May 13th.
- 2. Completion of Paperwork:** Students must complete all paperwork that is required for their site (see email sent by Jackie). If you are continuing at the same site in the same academic year, you will likely not need to complete additional paperwork. Additionally, all students must complete the Service Learning Contract, the Ethical Conduct and Consent form, and the Service Log/Time Sheet. All forms can be found under the Assignments tab on Canvas.
- 3. Discussion Posts/Participation:** Students must participate in discussion posts throughout the semester. Each student must post AT LEAST 5 times (not including the posts for the Classroom Lesson and Teacher Interview). Students are strongly encouraged to post more frequently than this minimum requirement. It is expected that all students initiate threads and

respond to their classmates throughout the semester. Discussions should be centered around classroom experiences. The content of these posts should be similar to discussion topics from your first semester in CESEP. You are welcome to discuss things such as observations about particular students (no names please), your typical role in the classroom, and questions you may have for your peers.

4. **Classroom Lesson:** Students conduct a lesson in the classroom. Many students should be in classrooms with their original teachers so they should be more willing to let students take on more responsibilities. The lesson could be on any activity that the teacher has come up with or the student has identified. Write a 2-page summary on what the lesson was and how it went. Due on March 11th. Comment on Canvas discussion question is due by March 18th.
5. **Teacher Interview:** Students write a 2-3 page paper after they have interviewed the teacher they work with (some content written will also be based on classroom observations). Talk to the teachers about what they do in the classroom, what their training is, what some of the challenges in their particular setting are, what they find to be rewarding, etc. Students should also write a paragraph or two talking about their own observations. This is not meant to be critical or negative, rather it is to give students a better idea of what it is like to work with these students in a specific setting. Due on April 1st. Comment on Canvas discussion question is due by April 8th.
6. **Goodbye Project:** This project is an exercise that students will design for their last on-site visit at their placements. This entry should be 3-5 pages summarizing the project as well as the totality of the CESEP experience. Students should NOT do the same activity that they did previously. See **Goodbye Project Instructions** document under the Assignment tab on Canvas for details. Due on May 13th.
7. **Grading:** Grades will be assigned based on the completion of all requirements for this course.

Discussion Posts (4% each)	20%
Classroom Lesson	20%
Teacher Interview	20%
Goodbye Project	20%
Response to Classroom Lesson	10%
Response to Teacher Interview	<u>10%</u>
	100%

Although the 30 hours are not listed here as a percentage it is a **required** component. In order to pass the course you **MUST** complete the 30 hours in your center as well as these assignments.

Submission of Assignments:

All assignments should be submitted via Canvas in the Assignment section. All submissions should be Times New Roman, 12 pt font, and double-spaced. Page amounts provided are meant to be recommendations. Students should feel free to write more if they feel they have more to say.

Important Note: At times, the subject matter in the postings 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**