

SOCY 4931.802  
**Internship in Sociology**  
**First Semester Program**

Fall 2013

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### COURSE DESCRIPTION

The sociology internship program is designed to provide junior and senior sociology majors with the opportunity to work hands-on in the community and to gain practical knowledge and experience, which allows students to make a connection between sociological theory and the “real world.” Participation in the program requires both on-site and academic work. Each student in the first-semester program is enrolled for a minimum of three credit hours. No more than six credit hours can be applied to internship credit in one major, and no more than a total of nine credit hours of internship can count toward the CU bachelor’s degree.

### COURSE PREREQUISITES

To do an internship in the Department of Sociology, students must have junior or senior standing, be a Sociology major, and have taken Introduction to Sociology (SOCY 1001) and one sociological theory course (SOCY 2001, 3001, or 3011). A minimum cumulative grade point average of 2.0 is required.

### CLASS SCHEDULE AND IMPORTANT DATES

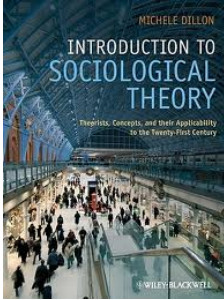
We meet as a class *only* on the **BOLDED** dates. **Class meets 5:00-6:15pm in Economics 16.**

<b>Date</b>	<b>Topics/Theorists</b>	<b>Readings<sup>a</sup></b>	<b>Written Work Due</b>
<b>T – AUGUST 27</b>	Introduction and Overview	Syllabus	
F – August 30		Introduction (pages 1-30)	Student Info Survey D2L Profile
T – September 3	Marx	Chapter 1	Journal
F – September 6			Internship Contract
<b>T – SEPTEMBER 10</b>	Durkheim	Chapter 2	Journal
T – September 17	Weber	Chapter 3	Journal
<b>T – SEPTEMBER 24</b>	Structural-Functionalism	Chapter 4	Journal
T – October 1	Technology, Culture, & Politics	Chapter 5	Journal
<b>T – OCTOBER 8</b>	Conflict, Power, & Dependency	Chapter 6	Journal
T – October 15	Exchange, Exchange Network, & Rational Choice	Chapter 7	Journal
<b>T – OCTOBER 22</b>	Symbolic Interactionism	Chapter 8	Journal
T – October 29	Phenomenology & Ethnomethodology	Chapter 9	Journal
<b>T – NOVEMBER 5</b>	Feminist Theories	Chapter 10	Journal
T – November 12	Sexuality and the Body	Chapter 11	Journal
<b>T – NOVEMBER 19</b>	Race and Racism	Chapter 12	Journal
<i>T – November 26</i>	<i>[Fall Break – no class/no journal]</i>		
<b>T – DECEMBER 3</b>	Conclusions		
F – December 13			Internship Evaluation Paper Supervisor Evaluation

<sup>a</sup> Reading assignments are to be completed by the start of class on the specified day and are to be applied to the journal due that day.

<sup>‡</sup> Office hours are in effect only during the regular semester (August 26-December 13). No office hours will be held during Fall Break (November 25-29). Also, NO office hours will be held on the following Thursdays: September 12, October 10, November 21, and December 12.

## REQUIRED READING



### ***Introduction to Sociological Theory: Theorists, Concepts, and their Applicability to the Twenty-First Century***

*Author:* Michele Dillon

*Publisher:* Wiley-Blackwell

*Copyright Year:* 2010

**Print:** ISBN-10 1-4051-7002-6, ISBN-13 978-1-4051-7002-4

**eText:** ISBN-10 1-4443-2565-5, ISBN-13 978-1-4443-2565-2

**Available electronically for \$37 on CourseSmart at**

**<http://www.coursesmart.com/IR/1823585/1405170026?hdv=6.8>**

## COURSE WORK REQUIREMENTS

The CU Boulder College of Arts and Sciences requires students to work a total of 40 hours for each hour of academic credit earned through an internship. In Sociology, the standard internship consists of three academic credits for one semester, which requires a total of 120 hours of work over the course of the semester. These hours will be distributed as follows:

1. *Work at internship site:* 90 hours. This means 6 hours of work each week. (There are 16 weeks in the semester, but because of Fall Break, students only have to work 15 of the 16 weeks.)
  - *Note:* Students may earn up to 6 credit hours by working at the internship site for an additional 30 hours per extra credit (i.e., 4 credits = 120 total site work hours, 5 credits = 150 total site work hours, 6 credits = 180 total site work hours). The internship director must approve and enroll a student for the extra credit hours.
2. *In-class sessions:* 10 hours total for 8 regular classes (1¼ hours per class).
3. *Reading, journaling, and final paper:* 20 hours plus any additional hours or study time expected for any 3-credit course.

The percentage points are distributed as follows:

<i>Assignment</i>	<i>% Points</i>
Internship Contract	1
Successful completion of internship responsibilities	60
Student Information Survey and D2L Profile	1
Attendance and participation in class sessions	8
Journal	20
Internship evaluation paper	10
<i>Total</i>	100

### **Internship Contract**

Each student in the Sociology Internship Program must complete the Internship Contract with the internship supervisor. The completed and signed contract must be submitted to the internship director by September 6, 2013.

### **Supervisor Evaluation**

Students will be provided with an evaluation form to give to the internship supervisor. Students are to request a written evaluation from their internship supervisor between December 1 and December 6. Students are to ask the supervisor to send the evaluation to the internship director by December 13.

### **Student Information Survey and D2L Profile**

The *student information survey* provides the internship director with additional information about each student. This survey can be found in D2L by clicking on the *Assessments* → *Quizzes* in the course menu. The information provided on this survey is confidential; only the director will have access to the information provided in the survey. Students must also fill in basic information on their *D2L profile*. Each student must upload a recent *headshot* and fill out any other information on the profile for which the student feels comfortable sharing with others.

The student information survey and profile are to be completed by Friday, August 30, 2013. No credit will be awarded for surveys and profiles completed after September 6, 2013.

## Class Attendance and Participation

Students are expected to attend every class. For excused absences, documentation is to be submitted within one week of the absence. University policy regarding religious observances requires that faculty make every effort to deal reasonably and fairly with all students who, because of religious obligations, have conflicts with assignment submissions or required attendance. During the first two weeks of the semester (by Friday, September 6, 2013), any student requesting to have an excused absence due to religious obligations must give a note to the internship director specifying the religious affiliation and the religious holiday (e.g., Yom Kippur, Navaratri). Students are allowed no more than one unexcused absence (i.e., a student's grade will be penalized if he/she has more than one unexcused absence). In addition to observance of a religious holiday, the following are some legitimate reasons for missing a class, along with their corresponding required documentation:

<i>Legitimate Absence</i>	<i>Proof Needed for Legitimate Absence</i>
Illness	Note or email from a certified medical professional or recognized spiritual healer.
Death in the family	Note or email from a family member and funeral information.
Work (should be of an urgent nature)	Note or email from a supervisor.
Religious holiday	Note from student specifying religious affiliation and religious holiday (to be provided during the first two weeks of the semester).
NCAA or Collegiate Sports Club athletic meet	Note or email from a coach. Documentation for pre-scheduled meets must be provided during the first two weeks of the semester.
Mandated court appearance or jail detention	Legal paperwork documenting court appearance date and time and/or note or email from attorney.

Students are responsible for all material covered in class. Students should confer with the internship director outside of class sessions *after* an absence to find out if any handouts were provided. The absent student will be provided with any handouts during specified office hours or at a meeting time agreed upon between the student and the director.

## Journal

Students must journal their experiences at the internship site once each week (except during Fall Break). The journal will not only reflect on the things encountered at the internship site (a "progress report"), but must also discuss a *theoretical concept in sociology*. The specific theory/ies to focus on for each journal can be found in the Class Schedule on the first page of this syllabus. For instance, the first journal entry is due on September 3, and the focus for that week's journal is to be on a concept developed by Karl Marx (Chapter 1 of the course textbook).

Each journal entry is to be between 500 and 1000 words. Journals must be uploaded in D2L in the *Dropbox* by 11:59pm on the due date. The lowest journal grade will be dropped from the overall course grade.

## Internship Evaluation Paper

At the end of the semester, each student is required to write an evaluation of the internship experience. The analysis should demonstrate the student's ability to apply what she/he has learned in the Sociology program at CU Boulder to the particular internship experience. Although the nature of internships varies, the analysis should in some way provide a reflective explanation of the sociological significance of the internship experience. The application of concepts may include a range of levels of analysis from micro to meso to macro.

The paper is to describe, analyze, and evaluate the student's experience. It should do more than merely describe what the student *did*; it should show that students have thought carefully about their experiences and are familiar with issues important in the field. The paper *must* include the following:

- *A clear and coherent description of what the internship involves, how it is organized or supervised, and what your role as an intern was within the organization.* What were your responsibilities? How did you contribute to the organization's operations and goals? Did your role or responsibilities change during the semester?
- *An analysis of the agency's cultural, social, or political characteristics.* The purpose here is to go beyond description to give depth and a broader perspective to your experience. What cultural, social, or political forces does the agency respond to? How effectively does it do so? Discuss if the agency provides only "direct services" or if it attempts to "affect change" on a grander scale.
- *An evaluation of your experience.* Include an evaluation of yourself and of the program or agency in which you worked. What were your goals/objectives for this internship? Did you meet them? Was the internship entirely satisfying? What did you learn? In what ways have your studies in sociology prepared you for what was expected of you as an intern? Evaluate the internship as an educational experience.

### Technical Requirements for Internship Evaluation Paper:

- The paper needs to be typed using a 10- to 12-point font and double spacing.
- The paper must have a cover page that includes your name and a paper title.
- The paper must be a minimum of 2000 words. The content on the cover page is not to be included in the paper word count.
- You must review and follow *Professor Potter's Paper Pet-Peeves* and *Top Ten Grammar Peeves* (both available in *D2L*).
- An electronic copy of the paper is to be uploaded in the *D2L* Dropbox by 11:59pm Friday, December 13, 2013. The grade for the paper will drop one letter grade for each day it is late.

## GRADING

Overall course grades will be assigned on the following scale:

Grade	Overall %	Grade	Overall %	Grade	Overall %	Grade	Overall %
A	93-100%	B	83-86.9%	C	73-76.9%	D	63-66.9%
A-	90-92.9%	B-	80-82.9%	C-	70-72.9%	D-	60-62.9%
B+	87-89.9%	C+	77-79.9%	D+	67-69.9%	F	0-59.9%

Students will be able to monitor their grades throughout the semester on *D2L*. Students may consult with the professor throughout the semester to determine where they stand in the course. It is preferred that this be done during office hours. Detailed grade information *will not* be provided via e-mail or phone.

## STUDENT DISABILITY SERVICES

Disability Services determines accommodations based on documented disabilities. If a student qualifies for accommodations because of a disability, she or he must provide the professor with a letter from Disability Services. The Disability Services Office is located at Center for Community, room N200, 303-492-8671 (voice/TTY), [DSinfo@colorado.edu](mailto:DSinfo@colorado.edu). Additional information can be found at <http://www.colorado.edu/disabilityservices/>.

If a student has a temporary medical condition or injury, please see the University guidelines at <http://www.colorado.edu/disabilityservices/go.cgi?select=temporary.html>.

## STUDENT BEHAVIOR GUIDELINES

### *The CU-Boulder Honor Code*

Academic dishonesty will not be tolerated. Students are encouraged to review the University of Colorado Honor Code booklet. The Honor Code mission reads as follows:

As citizens of an academic community of trust, CU-Boulder students do not lie or cheat whether they are on campus or acting as representatives of the university in surrounding communities. Neither should they suffer by the dishonest acts of others. Honor is about academic integrity, moral and ethical conduct, and pride of membership in a community that values academic achievement and individual responsibility. Cultivating honor lays the foundation for lifelong integrity, developing in each of us the courage and insight to make difficult choices and accept responsibility for actions and their consequences, even at personal cost.

### *Respect*

Respect of others is not only expected, but required. This includes valuing others' opinions, no matter how wrong some may believe those views to be, and allowing others to speak without interruption. Naturally, racial or sexual harassment or other forms of harassment will not be tolerated and will be dealt with authoritatively. Class rosters are provided to the professor with the students' legal names. The professor will gladly honor a student's request to address the student by an alternate name or gender pronoun. Please advise the professor of this preference early in the semester so that she may make appropriate changes to the course records.

Any student who believes s/he has been the subject of discrimination or harassment based upon race, color, national origin, sex, age, disability, religion, sexual orientation, or veteran status should contact the Office of Discrimination and Harassment (ODH) at 303-492-2127 or the Office of Judicial Affairs at 303-492-5550. Information about the ODH and the campus resources available to assist individuals regarding discrimination or harassment can be obtained at <http://www.colorado.edu/odh>. The University of Colorado at Boulder policy on Discrimination and Harassment, the University of Colorado policy on Sexual Harassment, and the University of Colorado policy on Amorous Relationships applies to all students, staff, and faculty. See policies at <http://www.colorado.edu/policies/classbehavior.html>.

### *Punctuality*

Students should make every effort to attend all classes on time. In order to not disrupt class, students shall utilize the restroom and take care of other personal matters prior to or after class sessions. If a student needs to leave class early, s/he is to notify the professor of such before the start of class.

### *Use of Mobile Phones and Computers*

Laptop or tablet computers are *not* to be used in the classroom. All other electronic communication devices must be turned off or silenced upon entering the classroom and are not to be used inside the classroom during class sessions. Speaking, texting, or engaging in other activities on electronic devices, such as mobile or smart phones, is *not* allowed.

### *Side Conversations*

Side conversations between small groups of students make it difficult for others to actively listen and learn. Repeated warnings to students engaging in side conversations will result in the involved students being directed to leave the class session.

### *Sleeping and Other Forms of Inattention*

Falling asleep in class is not considered appropriate student behavior. Likewise, resting one's head on the desk is disrespectful to the professor. Students should make the mature decision to either stay awake and alert in class or go elsewhere and get some sleep. Reading books or materials without being assigned to do so by the professor or studying for other courses during class time is also not considered appropriate student behavior. Overall, students should make every effort to pay attention.

### *Class Visitors*

Family and friends of enrolled students are welcome to periodically attend a class session. Please notify the professor of class guests prior to the start of the class. Unfortunately, class visitors are limited to people/humans; animals/non-humans are not to be brought to class, unless they are used as aids for students with disabilities and these students have secured assistance from Disability Services.

### *Carrying of Handguns*

Concealed carry of handguns is permitted under Colorado law if an individual has been awarded a concealed carry permit. Legal carriers of concealed firearms are under no obligation to inform others, including instructors or staff, with this information. However, it would be appreciated if students who are carrying a concealed weapon in class would privately inform the professor of this during the first week of the semester. Students who are carrying a concealed weapon have the professor's assurance that their concealed carry status will be kept confidential, and it will *not* affect a student's grade.

## **STUDENT RESOURCES**

Many of the internships in which Sociology students participate deal with assisting those in need; and with this may come mental exhaustion and heightened awareness of risky, unhealthy, or harmful behaviors in which the student interns (or their family and friends) have been involved. Interns should be mindful of this and it is beneficial to be open to seeking out help in order to manage the emotions, issues, dilemmas, or problems that may arise during the course of the internship. Students can reach out to their internship supervisors and the Sociology Internship Program director for assistance, and here are some of the campus and local resources that may be useful:

### *Center for Multicultural Affairs (C4C N320)*

CMA provides innovative programs and services that foster learning, community, development, leadership, and a commitment to social justice; these programs include dialogue groups, peer mentoring programs, and support for first generation students.

303-492-5667

[www.colorado.edu/studentaffairs/cma](http://www.colorado.edu/studentaffairs/cma)

### *Counseling and Psychological Services (C4C S440)*

CAP provides free short-term counseling for students, staff, and faculty, as well as a variety of support groups, consultation, and education.

303-492-6766

[www.colorado.edu/sacs/counseling](http://www.colorado.edu/sacs/counseling)

### *Community Health (UMC 411)*

Community Health is the public health division of Wardenburg and provides free HIV testing, presentations on sexual health and equity, cold care kits, safer sex supplies, and tobacco quit kits.

303-492-2937

<http://healthcenter.colorado.edu/communityhealth>

### *Disability Services (C4C N200)*

Disability Services provides students with disabilities with tools, reasonable accommodations, and support services to participate fully in the academic environment.

303-492-8671

[www.colorado.edu/disabilityservices](http://www.colorado.edu/disabilityservices)

### *GLBTQ Resource Center (C4C N450)*

The GLBTQ Resource Center provides education, advocacy, community, and leadership development for gay, lesbian, bisexual, transgender, and queer students.

303-492-1377

[www.colorado.edu/glbtrc](http://www.colorado.edu/glbtrc)

### *Moving to End Sexual Assault (2336 Canyon Blvd., Suite 103)*

MESA is Boulder County's rape crisis center. They provide counseling and advocacy for victims and survivors of sexual assault, in addition to education.

[www.movingtoendsexualassault.org](http://www.movingtoendsexualassault.org)

### *Office of Discrimination and Harassment (3100 Marine St., 3<sup>rd</sup> Floor)*

ODH investigates all claims of discrimination and harassment perpetrated by faculty and staff.

303-492-2127

[www.colorado.edu/odh](http://www.colorado.edu/odh)

### *Office of Student Conduct (Regent 206)*

The Office of Student Conduct investigates all claims of discrimination and harassment perpetrated by students.

303-492-5550

<http://www.colorado.edu/studentaffairs/studentconduct/>

### *Office of Victim Assistance (C4C S440)*

OVA provides free, confidential response services for students, faculty, staff, and their significant others who experience traumatic, disturbing, or disruptive life events. They do this by providing information, support, and short-term counseling.

303-492-8855

[www.cuvictimassistance.com](http://www.cuvictimassistance.com)

### *Safehouse Progressive Alliance for Non-Violence (835 North St.)*

SPAN provides culturally relevant services to victims of domestic violence and promotes nonviolence and social justice through violence prevention education.

Administration: 303-449-8623

24-Hour Hotline: 303-444-2424

### *Student Outreach and Retention Center for Equity (UMC 227)*

SORCE reaches out to underrepresented students on campus and in the community in order to help these students access advocacy and educational and support services.

303-492-1371

[www.colorado.edu/sorce/index.html](http://www.colorado.edu/sorce/index.html)

### *Women's Resource Center (UMC 416)*

The WRC is an engaged learning community committed to social justice and working for equity for all people. It provides education, advocacy, community, and leadership development opportunities for anyone who identifies as a "woman" or "women" in the most inclusive sense possible.

303-492-5713

<http://www.colorado.edu/WomensResourceCenter/index.html>

**PROFESSOR RESPONSIBILITY STATEMENT**

As the professor for this course, I am devoted to maintaining a safe place (figuratively and literally) for you to discuss issues related to this course and to your internship experiences. It is my goal that you will not only leave the course with a better and more critical understanding of the issues addressed in the course and in your internship, but that you will feel I treated you fairly and with respect regarding discussions, handling of course topics, administration of the classroom, and grading. If you have any questions or concerns about any of my statements, omissions, grading decisions, or any other matters, I strongly encourage you to come to me with your concerns at your earliest convenience.

*Hillary Patter*