

Subject: IDS 3949
Date: Thursday, March 30, 2017 at 10:46:51 AM Eastern Daylight Time
From: Barclay Barrios
To: Mark Harvey
Attachments: internship_changes.docx, image001.jpg, image002.png, image003.png, image004.png, image005.png, image006.jpg, image007.png, image008.png, image009.png, image010.png

Mark:

Could you place the attached on the April 17 UPC agenda? Please also note email of support from the Career Center below. Thanks.

Barclay Barrios
Associate Dean, Dorothy F. Schmidt College of Arts and Letters
Director, Center for Women, Gender, and Sexuality Studies
Associate Professor, Department of English
561-297-4573

From: Jennifer Blythe <jblythe@fau.edu>
Date: Wednesday, March 29, 2017 at 1:44 PM
To: Barclay Barrios <bbarrios@fau.edu>
Cc: Laura Mooney <lmooney1@fau.edu>, Karen Gough <kgough@fau.edu>
Subject: RE: Remind Me?

Hi Barclay-

We reviewed the document and support the change. Please keep us posted as the process unfolds. Thank you!

Regards,

Jen

Jennifer Blythe
Director for Internships & Co-ops
Florida Atlantic University
FAU Career Center
777 Glades Rd, Bldg. SU, Rm. 220
Boca Raton, FL 33431-0991
T: (561) 297-3533 F: (561) 297-2740
Website: www.fau.edu/career





Have an Internship? Tell us about it! Email: intern@fau.edu

Hire an Intern? Let us know! Email: intern@fau.edu

From: Barclay Barrios
Sent: Friday, March 24, 2017 9:56 AM
To: Jennifer Blythe <jblythe@fau.edu>
Cc: Laura Mooney <lmooney1@fau.edu>
Subject: Re: Remind Me?

Jen:

Awesome suggestions. See attached.

Barclay Barrios
Associate Dean, Dorothy F. Schmidt College of Arts and Letters
Director, Center for Women, Gender, and Sexuality Studies
Associate Professor, Department of English
561-297-4573

From: Jennifer Blythe <jblythe@fau.edu>
Date: Thursday, March 23, 2017 at 06:39 PM
To: iForge <bbarrios@fau.edu>
Cc: Laura Mooney <lmooney1@fau.edu>
Subject: RE: Remind Me?

Hi-

I reviewed the document and would like to make two edits. First, the career center has had a name change and we are now the "FAU Career Center." Second, I recommend keeping the minimum number of hours for the experience as 60. When we created the course we looked at best practices at other institutions to come to this number. Thus, for 0-1 credits students would intern for at least 60 hours. Then for 2 credits we could start using the Provost formula of 90 hours (and so on). Please confirm that works for you. Thanks!

Regards,

Jen

Jennifer Blythe
Director for Internships & Co-ops
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BE DARING
BE FAU.

Have an Internship? Tell us about it! Email: intern@fau.edu

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From: Barclay Barrios
Sent: Thursday, March 23, 2017 10:46 AM
To: Jennifer Blythe <jblythe@fau.edu>
Cc: Laura Mooney <lmooney1@fau.edu>
Subject: Re: Remind Me?

Yes that all makes sense. See attached. If this looks good for you please send a brief email supporting the change, in case it comes up.

Barclay Barrios
Associate Dean, Dorothy F. Schmidt College of Arts and Letters
Director, Center for Women, Gender, and Sexuality Studies
Associate Professor, Department of English
561-297-4573

From: Jennifer Blythe <jblythe@fau.edu>
Date: Tuesday, March 21, 2017 at 6:39 PM
To: Barclay Barrios <bbarrios@fau.edu>
Cc: Laura Mooney <lmooney1@fau.edu>
Subject: RE: Remind Me?

Hi Barclay-

I believe we were going to use the minimum hours from the provost memorandum to guide us.

This is "Definition of a Credit Hour" memorandum listed under the Resources tab under the Provost office: <http://www.fau.edu/provost/resources/files/policy-and-procedures-def-of-credit-hour-7-29-15.pdf>
It is from September 2015 but it seems to be the current/most up to date policy on the provost website.

In this document, it defines one credit hour, based by the BOG/Florida DOE as the "equivalent of fifteen (15) fifty minute periods of classroom instruction, with credits for such things as laboratory instruction, internships, and clinical experiences determined by the institution..."

And then goes on to say that "At Florida Atlantic University,... it has been the common understanding that

students will complete a minimum of two hours of course work outside of the classroom for every one hour of credit in the classroom.”

Later, it basically says that 1 credit hour = roughly 15 hours of instruction + 30 hours of out-of-class time, totaling about 45 contact hours for “traditionally delivered courses”, but would be “at least an equivalent amount of work” for other courses, including internships, clinical practice, etc.

We have interpreted this to mean 1 credit of internship course (any internship course) should have a minimum of 45 credit hours of intern work or class work. Likewise, 2 credits would be at least 90 hours, 3 credits would be at least 135 hours, and 4 credits would be at least 180 hours.

Do we agree that is the best course of action and makes the most sense?

Regards,

Jen

Jennifer Blythe

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Have an Internship? Tell us about it! Email: intern@fau.edu

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From: Barclay Barrios
Sent: Tuesday, March 21, 2017 2:32 PM
To: Jennifer Blythe <jblythe@fau.edu>
Cc: Laura Mooney <lmooney1@fau.edu>
Subject: Remind Me?

Jen:

I'm working up the memo on the IDS 3949 change and I am trying to remember what we decided about hours and credits. Did we say that it was XX hours per credit or XX hours overall whether 0-4 credits or?

Barclay Barrios

Associate Dean, Dorothy F. Schmidt College of Arts and Letters
Director, Center for Women, Gender, and Sexuality Studies
Associate Professor, Department of English
561-297-4573