

**Community Engagement & Social Change 195CE:
Corporate or Community Internship (1st Quarter)
4 units Graded
Quarter 1**

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Course Description

This course is intended to provide students with a theoretical, analytical, and experiential framework for understanding the purposes of engaging at the local level in an effort to bring about social change. We will explore various conceptions of the purpose of public engagement, with the goal of helping students to develop their own personal commitments. The course is recommended for those interning in a nonprofit, governmental, educational, or social enterprise setting. Using course readings, written assignments, and field-based internship experiences, students will be asked to contemplate the meaning of community engagement in relation to efforts to bring about social change, within the context of one's own personal and academic experiences, and in relation to future professional aspirations.

CESC 195CE is open to students from any major who meet the eligibility requirements (have a minimum of 90 units; at or near a 3.0 GPA). It can be taken for a letter grade (or as pass/no pass with petition). Students taking the course to satisfy a requirement of the Community Engagement and Social Change minor must take the course for a letter grade. Students can repeat the course once (by completing the requirements for the 2nd quarter syllabus).

Course Learning Outcomes:

By the end of the quarter, students will:

- Have developed a working knowledge of scholarship on community engagement as a vehicle for social change.
- Have developed skills of critical analysis, both of academic material and of the world around them.

- Have developed an understanding of social responsibility and the implications of short-term community service versus sustainable social change.
- Have gained an understanding of the social, cultural, and civic aspects of their personal and professional identities.
- Have learned from and worked reciprocally with diverse individuals, groups and organizations to build healthy, equitable, and sustainable communities.

Course Expectations

Students are responsible for completing weekly readings, and for providing a thoughtful and thought provoking written response to each assigned reading and/or assignment prompt. To earn full-credit for weekly assignments, students must submit response papers on time, provide evidence of having read the articles with an eye toward critical analysis, and answer the prompt thoughtfully and completely.

All written assignments will be properly formatted (1 inch margins, 12 pt. Times New Roman font) and checked for grammar and spelling. Points will be deducted for ongoing formatting/grammatical errors. It is also expected that students will listen to and respond to any feedback provided by the instructor and, when necessary, will incorporate this feedback in subsequent assignments. Failing to do so will result in a deduction of points on future assignments.

Course Requirements

- Submit internship contact info to your coordinator via email **by the end of week 2**
- A signed timesheet indicating 80-100 hours at internship **Friday of Week 10**
- Five one-on-one meetings with your coordinator
- Weekly written assignments
- Final research paper

Signed Timesheet (0 points - Requirement)

A copy of the timesheet is available on the course website. You can submit your signed timesheet at the front desk by 4:30 pm on the Friday of **Week 10** or upload a scanned copy to the link on the website **by 5 pm on the Friday of Week 10**. You should plan to work at your internship 8-10 hours per week. Failure to submit a signed timesheet indicating at least 80 hours of work throughout the quarter is grounds for automatic failure.

Bi-weekly Meetings – 4 pts. each (20 pts. total)

You will meet with your coordinator for 30 minutes every other week to discuss the readings, weekly assignments, and your work at your internship site. **Appointments are set up with the front desk directly.** To set up an appointment, please call, email, or stop by the Center for Community Learning (see contact information above). It is your responsibility to make your appointments, and to ensure that you have scheduled a total of five throughout the quarter. If you fail to meet at least five times, your final grade will be reduced 4 points. Meeting less than four times will result in an automatic failure.

Each meeting is worth 4 points, for a total of 20 grade points. Your first meeting should take place during weeks 0, 1, or 2, and must be completed by the end of week 2 at the very latest. Ideally, you should meet with your coordinator every other week so that meetings are adequately spaced throughout the quarter. All meeting changes or cancellations must be done with the front desk in advance of the meeting you are hoping to change. Failure to show up for a meeting without notification will result in an automatic 4pt. deduction from your final grade, and will require a make-up appointment.

Weekly written assignments – 5 pts. each (40 pts. total)

You will write a 2-3 page written assignment each week. **Assignments are to be double spaced, 12-point Times New Roman font, 1 inch margins.** Assignments will be graded on the quality of your response to the prompt, the quality of the writing, and the promptness of the submission. The content of these assignments varies each week and are based on a specific prompt provided by the instructor on the course website. These prompts will vary, and will ask you to respond to your internship experience, the course readings, current events, or you will be asked to make connections between all three. Additionally, you are required to turn in a short proposal for your final paper during week 5.

Written assignments are **due on Sundays by 11:59 PM**. Late assignments will result in a 1-point deduction for each day late. **No credit will be awarded for assignments more than 2 days late.**

Final Paper – 35 pts.

You are required to write an 8-10 page research paper, due week 10.

Final Paper Proposal – 5pts.

You will submit a proposal during week 5.

*****Please see assignment details on page 7-8 for information on all writing assignment*****

Point summary

Final grade breakdown

Meetings with instructor:	5 @ 4 pts each	=	20 pts
Weekly assignments:	7 @ 5 pts each	=	35 pts
Final Paper Proposal:	1 @ 5 pts each	=	5 pts
Final research paper:	<u>1 @ 35 pts</u>	=	<u>40 pts</u>
	Total	=	100 pts

Possible point deductions

Failure to submit timesheet with 80 hours	=	Automatic failure
Failure to attend at least four one-on-one meetings	=	Automatic failure
Late weekly assignment	=	-1 pts/day
Late final paper	=	-2 pts/day

Course Policies

Academic Integrity

All UCLA policies regarding academic integrity apply to 195CE internship courses, including but not limited to policies regarding **cheating, fabrication, plagiarism, multiple submissions, and facilitating academic dishonesty**. As specified in the UCLA Student Conduct Code, violations or attempted violations of academic integrity will be reported to the Dean of Students and may result in disciplinary action and/or expulsion from the university. UCLA's complete policy regarding academic dishonesty can be found at the following website: <http://www.deanofstudents.ucla.edu/>

Nondiscrimination Policy

The UCLA Center for Community Learning is committed to a policy against discrimination on the basis of color, race, religion, sex, national origin, age, sexual orientation, gender identity and expression, disability and protected veteran status, or any other basis prohibited by [UC policy and federal and state laws and regulations](#). We expect internship sites to adhere to applicable federal and state laws and UC Policy re: nondiscrimination, and urge students to report incidents of bias/harassment to the appropriate office at their internship site, to their internship coordinator, and/or to Center for Community Learning administrators as soon as possible after the incident in question so that we can provide supportive services (including working with campus partners to facilitate an early exit from the internship if needed). We also encourage students to pursue confidential support through Student Legal Services (<https://www.studentlegal.ucla.edu/>), CAPS (<https://www.counseling.ucla.edu/>), and other campus resources (<https://www.studentincrisis.ucla.edu/Who-can-Help>).

Course Accommodations & Campus Resources

UCLA provides a wide range of resources to support students facing challenges, whether inside or outside the classroom. Consult the Student Care Managers program website for information about these resources, including information about confidential one-on-one consultation: <http://www.studentincrisis.ucla.edu/Who-can-Help>. If you need to request an academic accommodation based on a documented disability related to your work in this course, please contact the Center for Accessible Education as soon as possible. CAE can be reached at A255 Murphy Hall, 310-825-1501, or 310-206-6083 (telephone device for the deaf). You can learn more about their services by exploring their website at <http://www.cae.ucla.edu/>. Students should also notify their internship coordinator about any issues as soon as possible so that appropriate accommodations can be arranged with CAE well in advance of assignment due dates.

Communication with Sites & Campus Stakeholders

In order to monitor the educational experience of undergraduate interns, the Center for Community Learning communicates with internship site supervisors for mandatory check-ins at least twice each quarter and provides sites with an online evaluation of their partnership with UCLA. As a matter of policy, sites must be notified at any point in the quarter if students are in danger of not passing the course or if they withdraw. As needed, we may also communicate with various campus stakeholders, such as the Dashew Center for International Students & Scholars, the Career Center, Student Care Managers, the Dean of Students, and the Office of Equity, Diversity, and Inclusion.

Weekly Reading and Assignments

	Reading(s)	Assignment (s)	Due Date
Week 1	Critical Thinking Document (read before first weekly written assignment, found in syllabus)	Submit Course Contract	none
Week 2	Critical reflection of self <ul style="list-style-type: none"> • Boyte, Reinventing Citizenship as Public Work • Ford Foundation, A Theory of Social Change (video) • University of Memphis Module on Power & Privilege • Adichie, The danger of a single story (video) 	See course website for assignment prompt	7/12
Week 3	What is service and whom does it serve? <ul style="list-style-type: none"> • Davis, What we don't talk about when we talk about service 	See course website for assignment prompt	7/26
Week 4	Taking up the asset-based approach <ul style="list-style-type: none"> • Avila, Reflecting on and sharing our stories • University of Memphis Module on Asset-based approach 	See course website for assignment prompt	7/26
Week 5	Informative interview and paper proposal Optional reading: <ul style="list-style-type: none"> • Harvard Business Review, How to Get the Most Out of an Informational Interview Importance of informational interviews	See course website for assignment prompt	8/2
		Final Paper Proposal	8/2
Week 6	Campus Activism <ul style="list-style-type: none"> • Rhodes, Immigrants in our own land: The Chicano Studies movement UCLA • NPR. Activism Or Slacktivism? How Social Media Hurts And Helps Student Activism <i>Optional videos: Stokes, The Black Bruins [Spoken Word]; (video); CNN, SNCC's legacy: A civil rights history (video)</i>	See course website for assignment prompt	8/9
Week 7	Approaches in Activism <ul style="list-style-type: none"> • Longo, Ch. 3 <i>Why Community Matters: Hull House</i> • Ruth Elliis video 	See course website for assignment prompt	8/16

Week 8	Current Events Article <ul style="list-style-type: none"> • Intersectional activism article 	See course website for assignment prompt	8/23
Week 9	Redefining social change Social change needs engaged communities, not superheroes The Impossible Will Take a Little While, selections: <ul style="list-style-type: none"> • Zinn, The optimism of uncertainty • Angelou, Still I rise • Walker, Only justice can stop a curse 	See course website for assignment prompt	8/30
Week 10	No readings	Final Paper Due	8/30

Writing and Research Assistance

There is a wealth of research and writing assistance at UCLA to help you as you write your final papers. Please explore the following links, other resources will be provided throughout the quarter.

Powell Library Research Assistance:

<http://library.ucla.edu/support/research-help/drop-and-scheduled-research-assistance/schedule-research-consultation-powell-library-inquiry-labs>

Charles E. Young Research Library Research Assistance:

<http://library.ucla.edu/support/research-help/drop-and-scheduled-research-assistance/charles-e-young-research-library>

24/7 UCLA Online Research Assistance

<http://library.ucla.edu/support/research-help>

UCLA Undergraduate Writing Center

<http://wp.ucla.edu/index.php/home>

The Undergraduate Student Writing Center offers UCLA undergraduates one-on-one sessions on their writing. The Center is staffed by peer learning facilitators (PLFs), undergraduates who are trained to help at any stage in the writing process and with writing assignments from across the curriculum. PLFs tailor appointments to the concerns of each writer. Sessions can focus on how to approach an assignment, on formulating a thesis, on fleshing out a plan/outline for a draft, on reading a draft with the writer to check for clarity and flow, on incorporating and citing sources, revising a paper based on instructor feedback, or on tackling grammar or sentence structure problems.

Purdue University Writing Lab Website

<https://owl.english.purdue.edu/owl/>

Assignment Details

1. Weekly Response Papers: 2-3 pages each

Weekly response papers are intended to help you to process the weekly reading and to reflect upon your internship experience in relation to the ideas presented in the readings and our conversations. The assignments are designed to help you to think critically about the concepts of civic engagement and how they relate to the work you are doing at your organization. You will be expected to **critically analyze and assess** the reading, not simply provide a summary of the article.

The difference between summarizing and thinking critically:

- **Summarizing** is the process of taking larger selections of text and reducing them to their bare essentials: the gist, the key ideas, the main points that are worth noting and remembering. It is the distillation, condensation, or reduction of a larger work into its primary notions. When we summarize, we only care about what the author said, with an emphasis on the most important points.
- Alternatively, **critical thinking** is the intellectually disciplined process of actively and skillfully conceptualizing, applying, analyzing, synthesizing, and/or evaluating information gathered from, or generated by, observation, experience, reflection, reasoning, or communication. You will be expected to think and write in a critical way about the articles each week. Thinking and writing critically does not necessarily mean criticizing, although this can certainly be an aspect of your response if you feel so inclined.

Use the following questions as a guideline to help you craft your response to the prompts provided each week.

1. To which of the main points discussed in the article do you feel most connected?
2. Which points do you agree/disagree with? Why? What are your experiences that you have had that inform this perspective?
3. How do the main points connect to or not connect to your internship site and the work that they do to address/respond to a particular social problem?
4. How might you critique one or more of the main points made by the author? Utilize examples from your internship or other experiences (volunteer, community organizing, involvement in campus activities/student groups, experiences, etc.) to illustrate the ways in which the author distorts, overlooks, or otherwise misses the point. What do you believe is an alternative to the perspective you are critiquing, and why?

2. Current Events Analysis – two to three pages

Choose a current events article that relates in some way (however broadly or narrowly) to the work of your internship site. Only articles/pieces from reputable news sources will be accepted. These include: Major newspapers, radio broadcasts (NPR, Bloomberg, etc.) Ted Talks, Magazine articles, etc. An individual's blog post, Facebook post, etc. does not count as a reputable source.

This assignment has two parts:

1. Brief summary of the article and the author's main points 2-3 paragraphs (this is the only assignment where a summary is appropriate!)
2. Critical analysis of the issue. Follow the guidelines provided above for weekly response papers.

3. Final Research Paper

This paper is meant for you to explore, in depth, an issue/area that is of interest to you and allows you to build on your internship experience. You can choose to write about any social issue related to your internship, but your examination must focus, at least in part, on how notions of social change and/or community engagement efforts are intertwined with the topic (for example, homelessness and homeless service providers, access to early childhood education and the long-term implications, etc.). If you choose to write about an issue that is not related to your internship, please discuss with your coordinator.

This is an academic style paper that should be 8-10 pages long (not including references). You must include at least five scholarly sources found from academic sources (databases, books, etc.). You are encouraged to utilize readings from the course, should they be appropriate for your paper topic; however, only two course readings can count towards the 5 required academic sources. You must adhere to the following formatting: double-spaced, page numbers, Times New Roman 12 point font, 1 inch margins, and a list of references (or works cited). You must utilize a standard citation format for your research papers (such as APA, MLA, Chicago Manual of Style, etc.). **You will be graded on the following: adhering to page and formatting guidelines, identifying a clear research/thesis question, and crafting a well-written and organized paper.**

Turning in your paper late will result in a 2-point deduction for every day late.

Extensions will only be granted in the most extreme circumstances and must be pre-approved your coordinator more than 48 hours before the paper due date.

4. Paper Proposal

You will submit a -page description and preliminary outline of your paper **during week 5**. In this proposal, you are to address the following:

1. Introduction to your topic, including a preliminary research question or thesis statement.
2. Why you are interested in writing about this topic.
3. Why you think this topic is important to explore in a research paper.
4. How this topic relates to community engagement & social change and your specific internship site. Regardless of what you are writing about, there should be some connection to addressing social issues within the local context (even as a comparative to national or global efforts) of the work of your organization. Please explain these connections.
5. Bibliography **including at least three** scholarly sources you plan to use in your paper.