

WST 4940 (class #17622)

Fall 2023

INTERNSHIP IN WOMEN'S STUDIES

asynchronous

INSTRUCTOR INFORMATION

PROFESSOR: Alyssa N. Zucker, Ph.D.

OFFICE: Ustler Hall 204

PHONE: 352-273-0384

E-MAIL: azucker@ufl.edu

OFFICE HOURS: Tuesdays 10:30-12 and Wednesdays 1-2:30; all office hours will be available simultaneously in person and on [Zoom](#). Please drop in during these times, no appointment necessary (or email to schedule an appointment at a different time).

TEACHING ASSISTANT: Mary Kate DiFresco

E-MAIL: mary.difresco@ufl.edu

OFFICE HOURS: By appointment

COURSE GOALS, OBJECTIVES, AND CREDIT HOURS

Catalog description: Practical experience in the community with a local agency, group, or business involved in women's issues.

By the end of the course, students will:

1. Gain first-hand experience working in an organization that is focused on gender, sexuality, and/or women's issues.
2. Apply knowledge of gender, sexuality, and/or women's studies to practical and professional experiences outside of the classroom and vice versa.
3. Clarify career goals.

This course is for variable credit, which means that students can sign up for 1, 2, or 3 credits of WST4940. Each credit level requires students to work a particular number of hours at the internship site:

- 1 credit: 40 hours/semester (~3 hours/week)
- 2 credits: 80 hours/semester (~6 hours/week)
- 3 credits: 120 hours/semester (~9 hours/week)

Instructional Format: Experiential learning in community agencies with asynchronous companion assignments on Canvas.

This class counts as a core or elective class for all majors and minors in Women's Studies; it is open to other students as well.

COURSE MATERIALS

- All assigned material is available through Canvas.
- Materials and Supplies Fees: None

ASSESSMENT AND GRADES

All assignments are explained in detail on Canvas.

Time Worked: Students will keep track of the hours they work at their site over the course of the term, using the Google sheet provided by the instructor. Alternate time sheets used by the site may be accepted upon request. Supervisors will be asked to attest to the hours completed on the mid-term and final evaluations of the students.

Reflections: These assignments are designed for you to reflect on your internship experiences, tie those experiences to your other coursework, and consider your career goals. More instructions, and specific prompts for the different reflections, are on Canvas.

Discussions: These assignments are designed for you to engage with your peers. You will write on various experiences of your internship. Discussion boards are a place to share your thinking and materials with the class and to provide and get feedback. More instructions, and specific prompts for the different discussions, are on Canvas.

Evaluations: At both the mid-term and end of semester, you will need to work with your supervisor to complete and discuss the evaluation form and then upload it to Canvas. Additionally, at the end of the semester, you will complete an evaluation of your site.

Assignment	Point value	Number of assignments	Total points accruable
Earning all needed hours at site (40, 80, or 120 depending on # of credits)	67	n/a ongoing	67
Reflections	4	3	12
Discussion boards	4	3	12
Evaluations	3	3	9
Total			100

Grading Scale and Policies

FINAL GRADE

This course is graded using the S-U grading system.

An S grade is equivalent to a C (2.) or better, while a U grade is equivalent to C- or lower (<https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>). Therefore, a student earning the equivalent of a C-, D+, D, D-, or E in a course would earn a U grade in an S-U grading framework. Regardless of whether a student earned an S or U grade in the course, the grade for that course does not calculate into the GPA. S-U grading is not equivalent to Pass-Fail grading. If a student earns a U for a class, credit is not granted for that class, and the course will not count toward degree requirements.

94% and higher = A	80-83% = B-	67-69% = D+
90-93% = A-	77-79% = C+	64-66% = D
87-89% = B+	74-76% = C	60-63% = D-
84-86% = B	70-73% = C-	59% = E

In cases where the number of percentage points falls in between letter grades, points will be rounded to the nearest whole number.

IMPORTANT GRADE NOTE

A grade of C- or lower will not qualify for credit toward a major, minor, Gen Ed, Gordon Rule or College Basic Distribution credit. For more information, see "Grades and Grading Policies" at <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

UNIVERSITY POLICIES AND RESOURCES**Attendance and make-ups**

Describe class policies and include the following statement:

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

Accommodations

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center by visiting <https://disability.ufl.edu/students/get-started/>. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

Course Evaluations

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

ADDITIONAL POLICIES

Academic integrity

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Conduct Code specifies a number of behaviors that are in violation of this code and the possible sanctions. <https://sccr.dso.ufl.edu/process/student-conduct-code/>. If you have any questions or concerns, please consult with the instructor or TAs in this class.

In-Class Recording

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A "class lecture" is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or guest lecturer during a class session.

Publication without permission of the instructor is prohibited. To "publish" means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student

who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

For a list of additional campus resources, see section C 5 here:

https://syllabus.ufl.edu/media/syllabusufledu/syllabi_policy_09_09_2022.pdf

The Office for Accessibility and Gender Equity <https://titleix.ufl.edu/>

Office of Victim Services 1515 Museum Road, (352) 392-5648 (Monday – Friday, 8:00 a.m. – 5:00 p.m.) (352) 392-1111 (after business hours and on weekends)

Alachua County Victim Services & Rape Crisis Center 352-264-6760 Monday-Friday, 8:30AM - 5PM, some services available 24/7

Peaceful Paths Domestic Abuse Network 352-377-8255 (24-hour helpline)

COURSE CALENDAR

This calendar is subject to change for pedagogical or logistical reasons. To the extent possible, students will be notified in advance of any such changes.

Week	Date work due	Work due
1	8/23	Update time sheet with hours earned at internship site Discussion 1
2	9/1	Update time sheet with hours earned at internship site Discussion 2 Reflection 1
3	9/8	Update time sheet with hours earned at internship site
4	9/15	Update time sheet with hours earned at internship site
5	9/22	Update time sheet with hours earned at internship site
6	9/29	Update time sheet with hours earned at internship site
7	10/6	Update time sheet with hours earned at internship site
8	10/13	Update time sheet with hours earned at internship site Evaluation 1
9	10/20	Update time sheet with hours earned at internship site Reflection 2
10	10/27	Update time sheet with hours earned at internship site
11	11/3	Update time sheet with hours earned at internship site
12	11/10	Update time sheet with hours earned at internship site
13	11/17	Update time sheet with hours earned at internship site Reflection 3
14	11/24	Update time sheet with hours earned at internship site
15	12/1	Update time sheet with hours earned at internship site Discussion 3
16	12/8	Update time sheet with hours earned at internship site Evaluations 2 & 3