

ISTD4910 Internship in International Studies (Fall 2019)

Professor Nori Katagiri

Office: McGannon 152

Office hour: Th 2-3pm

Email: nori.katagiri@slu.edu

Phone: 977-3044

Course Description: This course consists of an approved internship in an agency with the conduct of foreign relations or the national, regional, and local impact of international affairs. Most students keep journals and write an essay relating their experiences. There are no scheduled class meetings, but students are encouraged to meet with the course instructor to discuss any outstanding issues whenever they arise.

Learning Objectives: Students will:

Develop strategies to work with others at the site

Apply knowledge from previous courses to work in an international or intercultural environment

Describe substantive international issues in the site / office's field

Demonstrate time-management skills and an ability to prioritize

Recommend changes that would improve the work of the host organization

Registration: The College of Arts and Sciences requires completion of a Learning Contract and signing of a release before approving registration.

Finding a Site: Interns are responsible for finding a site and making arrangements with it. Students should make it clear that this is for college credit and should provide acquaintance with a variety of tasks and activities. Though several sites may be contacted, interns should endeavor to engage only one in serious arrangements. The internship site and students must agree on a work schedule that maximizes the opportunity to benefit both the office and the intern.

Conduct: The student represents the University and the internship program in a professional manner. They should dress and act appropriately for their specific site. They need to keep the site supervisor notified of work schedule changes. They must practice the highest ethical standards appropriate to SLU and the site organization.

Grades: Students will be evaluated based on the following categories:

Midterm reflection (30%): The students must submit a ten-page midterm reflection paper by noon, October 15, 2019. It should describe the students' expectations for the internship and actual tasks, issues they faced and people they encountered and worked together, and reflections on the assignment. They must include the number of hours completed for the time period and the total number of hours. To get full credit, they must submit the paper electronically to the instructor by the deadline. Late papers will result in reduction in grade.

Final paper (40%): The final written assignment is a paper on a topic determined by the student after discussion with the site supervisor and instructor. The paper should be twelve pages in length, not including notes and bibliography. To get full credit, the students must submit the paper electronically to the instructor by December 12, 2019. Late papers will result in reduction in grade. If they fail to submit three days past the deadline, they will receive the grade of F for the assignment.

The governing University-level Academic Integrity Policy was adopted in Spring 2015, and can be accessed on the Provost's Office website at: https://www.slu.edu/provost/policies/academic-and-course/policy_academic-integrity_6-26-2015.pdf.

Additionally, each SLU College, School, and Center has adopted its own academic integrity policies, available on their respective websites. All SLU students are expected to know and abide by these policies, which detail definitions of violations, processes for reporting violations, sanctions, and appeals. Please direct questions about any facet of academic integrity to your faculty, the chair of the department of your academic program, or the Dean/Director of the College, School or Center in which your program is housed.

Student Success Center

In recognition that people learn in a variety of ways and that learning is influenced by multiple factors (e.g., prior experience, study skills, learning disability), resources to support student success are available on campus. The Student Success Center assists students with academic-related services and is located in the Busch Student Center (Suite, 331). Students can visit the Student Success Center to learn more about tutoring services, university writing services, disability services, and academic coaching.

University Writing Services

Students are encouraged to take advantage of University Writing Services in the Student Success Center;