

California University of Pennsylvania
Guidelines for New Course Proposals
University Course Syllabus
Approved: 2/4/13

Department of Art and Design

A. Protocol

Course Name: Art Internship
Course Number: ART 329
Credits: 3
Prerequisites: Determined by the student's art advisor with the approval
by internship committee.
Maximum Class Size (face-to-face): Variable
Maximum Class Size (online):
(Choose which one is appropriate or both if applicable)

B. Objectives of the Course:

1. To provide the student with practical knowledge, experience, understanding, and technical skills in a wide range of arts endeavors according to the student's interests, aptitude, and vocational goals.
2. To provide the student with an opportunity for supervised internship experience with a variety of creative problems and issues.
3. To provide the student with the opportunity to observe and interact with professionals in their chosen field.
4. To provide the student with opportunities to develop beginning leadership skills in their chosen field.
5. The student will learn to apply the principles of effective communication, both oral and written, and interpersonal skills with individuals and groups.

C. Catalog Description:

This course will provide the student with supervised experience in applied settings. Students gain experience in setting up exhibits, cleaning and repairing of art works, graphic arts production techniques, organizing and promoting arts and cultural events.

D. Outline of the Course:

1. The student will demonstrate adequate communication skills pertaining to his/her involvement with the internship.
2. The student will observe professionals working in their fields.
3. The student will demonstrate responsibility in carrying out his/her assignments.
4. Students will engage in supervised activities and evaluations for those conditions for which they have had the appropriate training.
5. The student will meet regularly with on-site supervisors for staffings and evaluation of performance.
6. The student will meet regularly with faculty internship supervisor to evaluate placement and complete any additional course requirements.

E. Teaching Methodology:

1. Student's learning activities will depend primarily on observations and hands on experience with other professionals in their chosen field of interest.
2. Students will attend professional seminars, workshops/conferences.

F. Text

There is no assigned text.

G. Assessment Activities:

1. Intern's on-site supervisor's evaluations/final report.
2. Intern's daily journal.
3. Intern's final report.
4. Other related activities (i.e., class meetings, research paper, oral examinations).

H. Accommodations for Students with Disabilities:

Accommodations for Students with Disabilities

Students with disabilities:

- Reserve the right to decide when to self-identify and when to request accommodations.
- Will register with the Office for Students with Disabilities (OSD) each semester to receive accommodations.
- Might be required to communicate with faculty for accommodations, which specifically involve the faculty.
- Will present the OSD Accommodation Approval Notice to faculty when requesting accommodations that involve the faculty.

Requests for approval for reasonable accommodations should be directed to the Office for Students with Disabilities (OSD). Approved accommodations will be recorded on the OSD Accommodation Approval notice and provided to the student. Students are expected to adhere to OSD procedures for self-identifying, providing documentation and requesting accommodations in a timely manner.

Contact Information:

- Location: Azorsky Hall – Room 105
- Phone: (724) 938-5781
- Fax: (724) 938-4599
- Email: osdmail@calu.edu
- Web Site: <http://www.calu.edu/current-students/student-services/disability/index.htm>

- I. Supportive Instructional Materials, e.g. library materials, web sites, etc.

The library has a sufficient supply of texts, journals, films, and videos to support the course.

Additional Information for Course Proposals

- J. Proposed Instructors:

Any qualified faculty member from the Department of Art and Design.

- K. Rationale for the Course:

This course is for the student to gain experience in the field.

- L. Specialized Equipment or Supplies Needed:

None

M. Answer the following questions using complete sentences:

1. Does the course require additional human resources? (Please explain)
This course will not require additional human resources.
2. Does the course require additional physical resources? (Please explain)
This course will not require additional physical resources.
3. Does the course change the requirements in any particular major?
(Please explain)
This course will not change the requirements in any particular major.
4. Does the course replace an existing course in your program? (If so, list the course)
This course does not replace an existing course.
5. How often will the course be taught?
This course will be taught every semester.
6. Does the course duplicate an existing course in another Department or College? (If the possibility exists, indicate course discipline, number, and name)
This course will not duplicate an existing course.

N. If the proposed course includes substantial material that is traditionally taught in another discipline, you must request a statement of support from the department chair that houses that discipline.

N/A

O. Please identify if you are proposing to have this course considered as a menu course for General Education. If yes, justify and demonstrate the reasons based on the categories for General Education. The General Education Committee must consider and approve the course proposal before consideration by the UCC.

No