

Minutes of February 5, 2018

Present: Brian Aneskievich, Gregory Bouquot, Karen Bresciano, Stuart Brown, Susanna Cowan, Joseph Crivello, Robin Coulter, Peter Diplock, Holly Fitch, Hedley Freake, Gretchen Geer, Larry Gramling, Robin Grenier, Katrina Higgins, Jennifer Lease Butts, Jill Livingston (recorder), Veronica Makowsky (Chair)

Absent: Robert Bosco, Nithisha Chittajallu, David Clokey, Jean Main, Ellen Tripp, David Wagner

Guests: Nancy Bilmes, Director of the Center for Career Development; Ana Clara Blesso, Assistant Director of Experiential Learning

I. Minutes:

Minutes from December 5, 2017

Joe Crivello made a motion to approve, which was seconded by Larry Gramling.

Minutes were approved.

II. Announcements:

Veronica spoke with the SEC; SSC will work with Faculty Standards on academic integrity.

Veronica has already spoken with Mark Boyer, Chair of Faculty Standards. SSC will use this semester to get organized, learn more, and address actions next semester.

III. Discussion with Center for Career Development about the Academic and 0-Credit Internships and Experiences draft policy

Discussion:

The document came from the Provost's Office. Brandon Murray, Academic Affairs and Policy Specialist, drafted the language with involvement from Susanna Cowan, Katrina Higgins, and staff from CCD were also part of the initial meetings. (Brandon Murray, Nicole Gelston and the Office of the Registrar were involved also)

Nancy Bilmes and Ana Clara Blesso described the advantages of the internships and experiences offered through CCD.

- These 10-12 week opportunities are offered in both the Fall and Spring semesters and once in the summer; students who continue after 10-weeks do so without CCD affiliation
- These provide students with a structured opportunity to get credit and be affiliated with the University; this is also beneficial for students not yet in a major
- CCD support undergraduates only. UConn Health students are not accepted; it is unclear if Law has been part of conversation
- CCD vets internship for quality based on best practices. For example, no more than 25% of duties can be clerical, and supervision is required. The academic component

of these internships consists of completing assignments: complete a goal setting document, have a job description, complete a mid-internship evaluation and final evaluation (both with supervisor), and submit a final assessment of the experience. The instructor of record is Ana Clara Blesso.

- There are currently a couple dozen 0-credit internships per year sponsored by CCD. These 0-credit internships are offered by no academic departments.
- Fees consist of a \$45 registration fee for 0-credit and \$550 fee for 1-credit
- There are differences between internships and experiences. Experience could consist of a research opportunity or another type of experiential learning opportunity.
- Experiences appear on the transcript as UNIV with the name of the company (students can opt-out of including the name). 0-credits are S/U (satisfactory/unsatisfactory).
- Before students enroll in a CCD program, their academic advisor is contacted. The advisor is notified and has to provide written permission
- Currently, this program is not advertised to students, only to faculty and staff at the university

Last year, SSC defined field experiences versus internships, etc. The definitions were vetted with Senate C&C, which recommended further vetting with the C&C committees of the schools and colleges. The current draft policy from the Provost's office would be strengthened by providing a stronger rationale, clearer definitions, better understanding of "experiences," and a closer tie-in with the definitions established by SSC.

Other issues and concerns relate to including non-academic work on the academic transcript, as opposed to a portfolio or co-curricular transcript. Further clarification is needed from the AG on the liability assumed by the University for students doing internships; e.g. if they are injured as enrolled students. Lastly, if a faculty member oversaw a 0-credit internship in summer and winter, there may be collective bargaining (payment) concerns. Faculty get paid only for credit courses.

CCD does not have the capacity to oversee all University internships, but could share best practices with departments. Ana runs an internship council once or twice a year to provide this information. It is also on the CCD website.

Decisions: Veronica will draw up the list of questions that arose at the meeting. She will vet with SSC prior to sending it to Brandon Murray. SSC members are encouraged to use track changes within the draft policy to note questions.

Ana will send the syllabus template to Veronica.

NEXT MEETING:

Monday, February 19, 2018

2-3:30PM; School of Business 302

School of Business, Room 302