

PHC 4943: Service-Learning Practicum

Fall 2012

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Time: Friday, 2-4 Periods
Classroom Location: HPNP 1101
Office Hours: By Appointment, Rm. 4171

COURSE DESCRIPTION:

The Service-Learning Practicum offers undergraduate students the opportunity to work with community partners to identify critical needs while providing meaningful and purposeful service that integrates reflection, social context, and social justice. By identifying and addressing real community problems, students strengthen their civic responsibility and learn to apply classroom learning in the real world.

COURSE OBJECTIVES:

By the end of the semester the student will:

1. Work with community partners to develop a service-learning project(s) that addresses critical needs in the community.
2. Perform service where community needs are greatest and maximizes the effectiveness of service.
3. Understand the complexity of their service experience and be able to apply it to the larger social context.
4. Evaluate the community service experience to determine the extent to which goals and learning objectives of the project were met.

REQUIRED TEXTBOOK:

No textbook is required.

INSTRUCTIONAL METHODS:

Each student is required to dedicate a minimum of 105 hours to his or her service-learning site. Additionally, students will: (1) provide weekly updates identifying hours worked, (2) provide weekly journals describing the previous weeks activities and reflective assignment, (3) meet with the instructor for no less than 3 individual meetings, (4) write and review a personal statement relative to the student's chosen field of study, and (5) develop and present a poster detailing their service-learning experience.

STUDENT EVALUATION:

WEEKLY JOURNALS: Students are responsible for submitting 10 weekly journals to the Sakai website. Each journal entry must have 1 inch margins, be double-spaced, and use 12-point Times New Roman font. Moreover, each journal will include a 1-page overview of the previous week including hours worked and a 1-page reflective assignment. Reflective assignment topics can be found under the "Resources" tab within Sakai. Each journal must be uploaded no later than 11:59pm on Fridays (starting September 7). **No late journals will be accepted.** *When naming the file, please do not use spaces in document name as Sakai has difficulty opening files with spaces.* Each weekly submission is worth 3% of the final grade (30% total).

SITE PAPERWORK: By August 31st, students will return the Service-Learning Practicum Site Form (found in the syllabus), and if necessary, a Memo of Understanding if the selected site does not already have an affiliation agreement (<http://bahealthsci.phhp.ufl.edu/files/2011/05/Memo-of-Understanding.pdf>). The site paperwork will constitute 5% of the final grade.

PERSONAL STATEMENT: Students are responsible for submitting an electronic copy of their personal statement to the instructor no later than September 28th. Students failing to provide a personal statement on the designated due date will be penalized 5 points (out of 10). Upon reviewing potential graduate programs, students should develop a personal statement which reflects those respective school expectations. The personal statement will constitute 10% of the final grade.

SITE SUPERVISOR FEEDBACK: Toward the end of the semester, site supervisors are to complete an online evaluation form detailing the student's performance. This evaluation will constitute 15% of the final grade.

LOG HOURS: Students are responsible for maintaining a log (provided in the syllabus) documenting the number of hours he or she has completed every week. Upon completion of the 105 hour requirement, the student will have the site supervisor sign off on the hours. The log is due December 14th by 4:00pm. Failure to complete the mandatory 105 hours will result in an incomplete for the class and late submissions will result in a 5 point (out of 25) deduction. The log is worth 10% of the final grade.

POSTER PRESENTATION: Students will present their service-learning experience during a poster session the last day of the semester, Friday, November 30th. Each student is expected to develop a poster addressing: (1) the goal setting process, (2) what services were performed, (3) a deeper understanding of the targeted population, and (4) an overall evaluation. More detailed instructions can be found under the "Resources" tab within Sakai. The poster session is worth 20% of the final grade.

PROFESSIONALISM: During class time and student-professor meetings, students are expected to conduct themselves in a professional manner. Specifically, students are expected to arrive on-time for all scheduled meetings and conduct themselves accordingly. In addition, students are expected to communicate with the professor in a timely manner to discuss any class-related issues. Professionalism will account for 10% of the final grade.

PLEASE NOTE: STUDENTS ARE REQUIRED TO FOLLOW AGENCY AND HIPPA REQUIREMENTS FOR MAINTAINING CLIENT CONFIDENTIALITY. STUDENTS SHOULD NOT USE CLIENT NAMES OR ANY OTHER IDENTIFYING INFORMATION IN EITHER WRITTEN OR ORAL REPORTS.

GRADING:

Weekly Journals (x10)	3 points; 30% of total grade	A	93-100 points
Returned Site Paperwork	5 points; 5% of total grade	A-	90-92.9 points
Personal Statement	10 points; 10% of total grade	B+	87-89.9 points
Site Supervisor Feedback	15 points; 15% of total grade	B	83-86.9 points
Hour Log	10 points; 10% of total grade	B-	80-82.9 points
Poster Presentation	20 points; 20% of total grade	C+	77-79.9 points
Professionalism	10 points; 10% of total grade	C	70-76.9 points
TOTAL POINTS	100 Points		

ACCOMMODATIONS: The course instructor wants every student to have the opportunity for a positive learning experience. This includes my willingness to provide accommodations to students with disabilities. Students requesting classroom accommodations must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to me when requesting accommodations.

COUNSELING: Students may occasionally have personal issues that arise in the course of pursuing higher education or that may interfere with their academic performance. Students facing problems are encouraged to seek confidential assistance at the University of Florida Counseling Center, 352-392-1575, or Student Mental Health Services, 352-392-1171. Visit their web sites for more information: <http://www.counsel.ufl.edu/> or <http://shcc.ufl.edu/smhs/>. Crisis intervention is always available 24/7 from the Alachua County Crisis Center: 352-264-6789.

STUDENT HEALTH: The Student Health Care Center at Shands is a satellite clinic of the main Student Health Care Center located on Fletcher Drive on campus. Student Health at Shands offers a variety of clinical services, including primary care, women's health care, immunizations, mental health care, and pharmacy services. The clinic is located on the second floor of the Dental Tower in the Health Science Center. For more information, contact the clinic at 392-0627.

ACADEMIC INTEGRITY: Students are expected to act in accordance with the University of Florida policy on academic integrity (see Student Conduct Code, the Graduate Student Handbook or this web site for more details: www.dso.ufl.edu/)

THE HONOR CODE: We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity. 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."

CHEATING: The improper taking or tendering of any information or material which shall be used to determine academic credit. Taking of information includes, but is not limited to, copying graded homework assignments from another student; working together with another individual(s) on a take-home test or homework when not specifically permitted by the teacher; The tendering of information includes, but is not limited to, giving of your work to another student to be used or copied; giving or selling a term paper or other written materials to another student; sharing information on a graded assignment.

PLAGIARISM: The attempt to represent the work of another as the product of one's own thought, whether the work is published or unpublished, or simply the work of a fellow student. Plagiarism includes, but is not limited to, quoting oral or written materials without citation on an exam, term paper, homework, or other written materials or oral presentations for an academic requirement; submitting a paper which was purchased from a term paper service as your own work; submitting anyone else's paper as your own work.

FALL 2012 SERVICE-LEARNING PRACTICUM SCHEDULE

24-Aug	Class Introduction
31-Aug	Site Paperwork Returned to Professor
7-Sep	Journal 1 Due
14-Sep	Journal 2 Due First Individual Meeting
21-Sep	Journal 3 Due
28-Sep	Journal 4 Due Personal Statement Due
5-Oct	Journal 5 Due
12-Oct	Journal 6 Due Second Individual Meeting
19-Oct	Journal 7 Due
26-Oct	Journal 8 Due
2-Nov	Journal 9 Due
9-Nov	Homecoming
16-Nov	Journal 10 Due
23-Nov	Third Individual Meeting
30-Nov	Oral Poster Presentation
7-Dec	Reading Day
14-Dec	Site Supervisor Evaluation Due Signed Log Hours Due

PHC 4943 – SERVICE-LEARNING PRACTICUM SITE FORM FOR FALL 2012

Please type this information and print out for your site supervisor to sign.

STUDENT INFORMATION:

Name:

Telephone Number:

Preferred E-mail:

AGENCY INFORMATION:

Agency Name:

Supervisor:

Title:

Telephone Number:

Fax Number:

Preferred E-mail:

Mailing Address:

List work activities and projects you will be working on as part of your service-learning experience.

List the approximate days and times you will be working at the agency.

Student Name: _____ Signature / Date: _____

Supervisor Name: _____ Signature / Date: _____

Service-Learning Hours Log

	Week 1	Week 2	Week 3	Week 4	Week 5
Monday	hours	hours	hours	hours	hours
Tuesday	hours	hours	hours	hours	hours
Wednesday	hours	hours	hours	hours	hours
Thursday	hours	hours	hours	hours	hours
Friday	hours	hours	hours	hours	hours
Saturday	hours	hours	hours	hours	hours
Sunday	hours	hours	hours	hours	hours
Total					
	Week 6	Week 7	Week 8	Week 9	Week 10
Monday	hours	hours	hours	hours	hours
Tuesday	hours	hours	hours	hours	hours
Wednesday	hours	hours	hours	hours	hours
Thursday	hours	hours	hours	hours	hours
Friday	hours	hours	hours	hours	hours
Saturday	hours	hours	hours	hours	hours
Sunday	hours	hours	hours	hours	hours
Total					
	Week 11	Week 12	Week 13	Week 14	Week 15
Monday	hours	hours	hours	hours	hours
Tuesday	hours	hours	hours	hours	hours
Wednesday	hours	hours	hours	hours	hours
Thursday	hours	hours	hours	hours	hours
Friday	hours	hours	hours	hours	hours
Saturday	hours	hours	hours	hours	hours
Sunday	hours	hours	hours	hours	hours
Total					

Total Hours Completed: _____

Student Name: _____ Signature / Date: _____

Supervisor Name: _____ Signature / Date: _____