

Internship in Geology and Environmental Resources - Geology 155 Syllabus

Last Updated: 14 September 2010

This course is open to Geology and Environmental Resources majors who have been offered an internship that the Chair of the Geology Department or department mentoring committee has approved for credit. The student, in consultation with Geology Department faculty, will select an appropriate faculty internship mentor and will arrange for an on-site internship coordinator at the location where the internship is conducted. The course is offered on an independent study basis and upon completion the student will be given a letter grade. The credits awarded can vary from 1 to 6 hours depending on the time commitment of the internship and the discretion of the department chair under advisement from the faculty internship mentor. Credit is calculated based on a total time commitment of ~38 hours per credit. This must include a minimum of 28 hours per credit off campus, plus at most 10 hours spent pursuing on-campus research or ancillary assignments. When appropriate, all or most of the 38 hours may be spent working off campus with periodic communication of progress to your faculty internship mentor. It is expected that some internships might exceed 38 hours per credit.

Learning Goals. Students will apply skills and concepts learned in their Geology major to a job or research project at an external geotechnical firm, environmental firm, engineering firm, or research internship sponsored by NASA, The Geological Society of America, NSF, or other established research institution. The overarching goal of the internship experience is to learn how to function as a practicing professional in some aspect of the geosciences.

All students are expected to keep a journal documenting their progress and experiences in the internship. Students will also be expected write a final report detailing their experiences and reflecting on how they applied the skills and concepts learned as a Geology major to their internship. They will then present their report to the faculty internship mentor or mentoring committee at the end of the semester. Alternatively, a technical report or research paper can be presented based on the research conducted during the internship. Also acceptable is a published abstract and presentation at a local or national professional meeting. Students will meet with their on-site internship coordinator a minimum of three times during the session or semester to discuss progress at the internship and the form of their final report. Furthermore, a first draft of the report should be sent to the faculty internship mentor no later than two weeks before the end of the session or semester for editorial feedback.

Grading. The on-site internship coordinator will grade student work performance as excellent (A), good (B), average (C), fair (D), or unacceptable (F). The Hofstra faculty internship mentor will assign a letter grade based on the average of the grade on the report and presentation and the on-site evaluation grade with the caveat that an on-site evaluation of “fair” or “unacceptable” will result in a grade no higher than a C.

Internship Policies. Enrollment in this course is limited to students majoring in Geology or Environmental Resources with a minimum GPA of 3.0 in major courses. Although there are no formal course prerequisites, the Geology Chair, in consultation with other faculty, will determine if a student has the necessary coursework and background to function in an internship as an effective academic ambassador of Hofstra University. Students may repeat this course for credit for up to three different internships or for a second internship that builds substantially on the experiences gained in a prior internship. The internship course is offered as an enrichment of the academic experience at Hofstra and will not substitute for any other required course in Geology degree programs. This course does count toward liberal arts elective credits. Students who have been approved for an internship by the Geology Chair should then contact the Internships Coordinator for HCLAS for further screening and to file paperwork stipulating both the academic and the employment conditions for the internship. There are legal disclaimers, also provided by the Internships Coordinator, that the University requires student interns to sign prior to undertaking off-campus employment for academic credit.

Disabilities Policy. If you believe you need accommodations for a disability, please contact Services for Students with Disabilities (SSD). In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, qualified individuals with disabilities will not be discriminated against in any programs, or services available at Hofstra University. Individuals with disabilities are entitled to accommodations designed to facilitate full access to all programs and services. SSD is responsible for coordinating disability-related accommodations and will provide students with documented disabilities accommodation letters, as appropriate. Since accommodations may require early planning and are not retroactive, please contact SSD as soon as possible. All students are responsible for providing accommodation letters to each instructor and for discussing with him or her the specific accommodations needed and how they can be best implemented in each course.

For more information on services provided by the university and for submission of documentation, please contact the Services for Students with Disabilities, 212 Memorial Hall (516) 463-7075.

Academic Honesty. Plagiarism is a serious ethical and professional infraction. Hofstra's policy on academic honesty reads: "The academic community assumes that work of any kind [...] is done, entirely, and without assistance, by and only for the individual(s) whose name(s) it bears." Please refer to the "Procedure for Handling Violations of Academic Honesty by Undergraduate Students at Hofstra University" to be found at http://www.hofstra.edu/PDF/Senate_FPS_11.pdf, for details about what constitutes plagiarism, and Hofstra's procedures for handling violations.