1. **Catalog Description of the Course.** [Follow accepted catalog format.]

Prefix COMM  Course# 492  Title INTERNSHIP/SERVICE LEARNING  Units (1-3)

- 2-6 hours activity per week
- 4-6 hours lecture per week

- Prerequisites COMM 441 or COMM 442 or COMM 443
- Corequisites

Description Provides student opportunities for credit for internship work and/or student learning in the community that culminates in a written and oral report.

- Graded
- □ Gen Ed   ☑ CR/NC   ☑ Repeatable for up to 3 units
- Categories
- □ Lab Fee Required   □ A - F  Total Completions Allowed
- □ Optional (Student’s choice)   □ Multiple Enrollment in same semester
- Mission Based Learning Objectives: ☑ Interdisciplinary   ☑ International   ☑ Multicultural   ☑ Service Learning
- Title V Section 40404: ☑ Government   ☑ US Constitution   ☑ US History

2. **Mode of Instruction.**

<table>
<thead>
<tr>
<th>Units</th>
<th>Hours per Unit</th>
<th>Benchmark Enrollment</th>
<th>Graded Component</th>
<th>CS # (filled in by Dean)</th>
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3. **Justification and Learning Objectives for the Course.** (Indicate whether required or elective, and whether it meets University Writing, and/or Language requirements) [Use as much space as necessary]

This is an elective course for the Bachelor of Arts in Communication.

By the end of this course students will have
- explored the day-to-day communication activities that occur within an organization
- gained experience applying the skills and concepts from category specific upper-division courses (COMM 441, 442, 443)
- worked with a business/nonprofit professional on a project, from conception through implementation, and receive feedback.

4. **Is this a General Education Course**

- YES □
- NO ☑

If Yes, indicate GE category and attach GE Criteria Form:

- **A (English Language, Communication, Critical Thinking)**
  - A-1 Oral Communication
  - A-2 English Writing
  - A-3 Critical Thinking

- **B (Mathematics, Sciences & Technology)**
  - B-1 Physical Sciences
  - B-2 Life Sciences – Biology
  - B-3 Mathematics – Mathematics and Applications
  - B-4 Computers and Information Technology

- **C (Fine Arts, Literature, Languages & Cultures)**
  - C-1 Art
  - C-2 Literature Courses
  - C-3a Language
  - C-3b Multicultural

- **D (Social Perspectives)**
- **E (Human Psychological and Physiological Perspectives)**
- **UD Interdisciplinary**
5. **Course Content in Outline Form.** [Be as brief as possible, but use as much space as necessary]

I. Skills Assessment
II. Resume/Cover Letter
III. Interviewing
IV. Learning Contract
V. Online Discussion: Networking, Career Goals, Ethical Dilemmas, New Techniques in Communication
VI. Practical Training
VII. Company Assessment
VIII. Supervisor Evaluation

Does this course overlap a course offered in your academic program? **YES ☐ NO ☒**
If YES, what course(s) and provide a justification of the overlap?

Does this course overlap a course offered in another academic area? **YES ☐ NO ☒**
If YES, what course(s) and provide a justification of the overlap?
Signature of Academic Chair(s) of the other academic area(s) is required on the signature sheet below.

6. **Cross-listed Courses (Please fill out separate form for each PREFIX)**

List Cross-listed Courses

Signature of Academic Chair(s) of the other academic area(s) is required on the signature sheet below.

Department responsible for staffing:

7. **References.** [Provide 3 - 5 references on which this course is based and/or support it.]

Camenson, B. (1995). Great Jobs for Communications Majors

8. **List Faculty Qualified to Teach This Course.**

Dr. Trudy Milburn
Other Communication Faculty

9. **Frequency.**
   a. Projected semesters to be offered: **Fall ☒ Spring ☒ Summer ☐**

10. **New Resources Required.** **YES ☐ NO ☒**
    If YES, list the resources needed and obtain signatures from the appropriate programs/units on the sheet below.
    a. Computer (data processing), audio visual, broadcasting needs, other equipment)
    b. Library needs
    c. Facility/space needs
11. Will this new course alter any degree, credential, certificate, or minor in your program? YES ☐ NO ☐
If YES attach a program modification form for all programs affected.

Dr. Trudy Milburn 9/25/2006
Proposer of Course Date
Approval Sheet
Program/Course: COMM 492

Program Chair(s)    Date

General Education Chair(s)    Date

Curriculum Committee Chair(s)    Date

Dean of Faculty    Date