

BIOL 3185 - INTERNSHIP in Biology

INSTRUCTOR NAME & INTERNSHIP COORDINATOR:

Dr. D. Brent Burt

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PHONE: 936-468-2482

OFFICE: Miller Science 222

DEPARTMENT: Biology

TERM: YEAR:

CREDIT & CONTACT HOURS: Variable 1 - 3

INTERNSHIP LOCATION: TBD

INTERNSHIP SUPERVISOR: TBD

INTERNSHIP SUPERVISOR EMAIL: TBD

INTERNSHIP START DATE: TBD

INTERNSHIP END DATE: TBD

PREREQUISITES:

Advanced standing as a student with a declared major or minor in the College of Sciences and Mathematics. An overall GPA of 3.0 or higher and a GPA of 3.0 or higher in all major and minor coursework, or consent from the Dean or designated representative of the College of Sciences and Mathematics.

LIMITATIONS:

The course may be repeated, and up to 6 credit hours can be applied toward their general elective requirements for the student's degree. Pass or Fail.

CATALOG DESCRIPTION:

Supervised on-the-job training in one or more facets of the field designated by the course prefix, BIOL. Variable credit; One to three semester credit hours.

PURPOSE OF COURSE

To encourage majors and minors to obtain employment, and therefore experience, in their subject area while working toward their college degree, thereby improving their learning experiences and capabilities for performing as professionals in their discipline.

COURSE CALENDAR

This is not a classroom course, and is an experiential course in partnership with TBD and the Department of Biology. Students will report for work on an average of 60 working hours per credit hour for the designated term (i.e. 4 hours/week in a full semester for one credit hour course).

EDUCATIONAL OBJECTIVES

Upon successful completion of the course, students should be able to:

1. Engage in supervised on-the-job training in the indicated discipline.
2. Interact with full-time professionals at managerial, journeyman, and entry levels, in the employer's environment.
3. Establish and maintain a professional relationship with the employer that may lead to a full-time professional position.
4. Receive appraisal of performance from a supervisor that becomes a part of the official record of the internship course completion; a form for this purpose is provided to the employing supervisor.
5. At the end of the internship period, develop a written report describing the duties performed, learning experiences, hours worked, and suggestions for improving the handling of the course.

STUDENT RESPONSIBILITIES

1. Completion of the Internship Application. Notice of approval should be received from the Internship Coordinator, within two weeks of your submission of the application. If approved, you will be provided permission and invited to enroll in the course.
2. Perform duties of the position as required:
 - a. General Description: This internship is an opportunity to gain practical knowledge in the indicated discipline.
 - b. Job Duties:
To be determined by internship provider.
3. Attend a minimum of three BIOL group meetings during the term length as announced by the internship coordinator. Exceptions may be granted for students who have earned internship credit in a previous term or those employed outside the Nacogdoches area.
4. Present a (1 inch margin, 12-point, single-spaced, Times New Roman) written report to the internship coordinator, describing the duties performed, learning experiences, hours worked, benefits of internship, effects of internship on your education and future. The internship director may elect to send a survey to be completed instead.
5. Participation in at least one event discussing the student's internship experience. This may include presenting at a CoSM organization meeting, serving on a panel, etc. This will be scheduled in coordination with the internship coordinator.
6. A professional resume that documents the internship experience is to be delivered as determined by the Internship Coordinator and no later than the last day of classes for the indicated term.

7. Create or update your LinkedIn profile to document the internship experience.
8. After the internship, obtain a supervisor appraisal of performance. A form for this purpose will be provided directly to your supervisor.

A passing grade of P will be earned for a student who completes all the above responsibilities.

A grade of F will disqualify the student from further enrollment in the course.

INTERNSHIP DIRECTOR (FACULTY MEMBER) RESPONSIBILITIES

1. Counsel with students when necessary.
2. Meet with BIOL students, as a group, three times throughout the duration of the internship.
3. Coordinate any additional activities with employer and students within the course.
4. Assign course grade, Pass or Fail, based on employer performance appraisal, work log reports, and student's final report.

ADDITIONAL STUDENT RESOURCES

Institutional Policies

- Institutional Absences ([HOP 04-110](#))
- Code of Student Conduct and Academic Integrity ([HOP 04-106](#))
- Course Grades ([HOP 02-206](#))
- Final Course Grade Appeals by Students ([HOP 04-109](#))

On-campus Resources

- [Dean of Students Office](#) (Baker Pattillo Student Center, Room 3.105, dos@sfasu.edu, 936.468.7249)
- [Health and Wellness Hub](#) a.k.a. “The Hub” (corner of E. College and Raguet Street, thehub@sfasu.edu, 936.468.4482)
To support the health and well-being of every Lumberjack, the Health and Wellness Hub offers comprehensive services that treat the whole person – mind, body, and spirit. Services include:
 - o [Health Services](#) o [Counseling Services](#) o [Student Outreach and Support](#) o [Food Pantry](#) o [Wellness Coaching](#)
 - o Alcohol and Other Drug Education (936.468.4008)
- [SFASU Human Services Counseling Clinic](#) (Human Services Building, Room 202, 936.468.1041) □
[Disability Services](#) (936.468.3004)

Crisis Resources

- Timely Care: timelycare.com/sfasu

Stephen F. Austin State University

- Burke 24-hour crisis line: 1-800-392-8343
- National Suicide Crisis Prevention: call or text 9-8-8
- Suicide Prevention Lifeline 1-800-273-TALK (8255)
- Crisis Text Line: text HOME to 741-741