HONR 4398 Applied Experience

Course Description
Practical experience connected to the student's field of study, usually with a service or leadership component. Applied experience requires approval by the Honors Director and Program Coordinator. Activity must be connected to an academic research question and a body of knowledge that addresses some aspect of the activity to be undertaken, and result in a written product submitted to a supervising faculty member and the Honors Program office. Only 3 semester hours of Honors applied experience credit may be counted toward the Honors graduation requirement. Students must volunteer a minimum of 120 hours and meet the course objectives in order to receive course credit.
Learning Outcomes
The goal of this course is to give you hands-on experience in a particular field. You will receive valuable hands-on training and professional experience. By the end of the semester the course will have met these objectives:

1. Demonstrate professional skills in a field
2. Explain duties completed and skills developed through work logs
3. Translate Skills to Professional or Graduate Program, or Career

Major Course Requirements
In order to receive credit, you must complete the following.

120 hours of work on-site  Hours will be documented in your work logs and verified by your On-Site Supervisor. All hours must be complete by the first day of finals.

Weekly Work logs  Work logs must be submitted to Dr. Ozymy via email once per month.

Final Reaction Paper  Due the last day of the semester. Submitted to Dr. Ozymy via e-mail. Here you submit a 2-3 page paper outlining your experiences and the value you received from them.

Required Readings
You are not required to purchase a physical textbook for this course unless mandated by supervisor

Format
Individual study as scheduled
Schedule

(1) Overall schedule: You must work 120 hours per semester - an average of 8 hours per week during a 15 week semester. The exact scheduling of these hours is negotiated between you and your On-Site Supervisor.

(2) Work logs: Work logs are simply a brief description/outline of the assignments you are doing at your internship. Be certain to include the number of hours you work each week, as well as the total number of hours completed at that time. Logs should be submitted every other week. Submit work logs via e-mail. Sample work logs are provided below. You may elaborate in the work log about your experiences and observations; this will enable you to keep track of information and experiences you want to include in your final paper.

SAMPLE WORK LOG

Monday July 6
1pm - 5pm
Attended meeting/shift change
Participated in campaign event

Wednesday October 24
2pm – 4pm
Assisted with data collection candidate's campaign

Total Hours for the Week: 6
Total Hours To Date: 32

Grade Appeals

Students who feel they have not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details on the process of submitting a formal grade appeal, please visit the College of Liberal Arts website (http://cla.tamucc.edu/about/student-resources.html). For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean.
Disabilities Accommodations
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall 116. If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

Statement of Academic Continuity
In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

Academic Honesty:
University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, forgery, or plagiarism. (Plagiarism is the presentation of the work of another as one’s own work.) If unsure of what honesty entails or if for more information regarding the penalties for academic dishonesty, please refer to the University Catalog. Instances of plagiarism will be handled on an individual basis, but generally speaking the first offense will result in a zero for the assignment; subsequent plagiarism will result in failing the course and/or reporting chronic plagiarism to the university administration for disciplinary action. Reuse of previous work, even if that work is original, is known as academic recycling; such work is not accepted in this course and instances of recycling will receive the same treatment as plagiarism.

Academic Advising
The College of Liberal Arts requires that students meet with an Academic Advisor as soon as they are ready to declare a major. The Academic Advisor will set up a degree plan, which must be signed by the student, a faculty mentor, and the department chair. The College's Academic Advising Center is located in Driftwood 203E, and can be reached at 825-3466.

*The instructor reserves the right to make changes to the course schedule or material due to instructional needs throughout the semester.