

3-20-1980

Proposal for the Continuation of the University Year for Action (UYA) Internship Program

University of Rhode Island Faculty Senate

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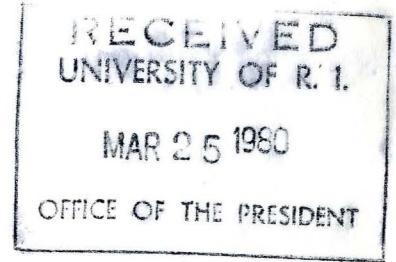
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UNIVERSITY OF RHODE ISLAND
Kingston, Rhode Island

FACULTY SENATE
BILL

Adopted by the Faculty Senate



TO: President Frank Newman

FROM: Chairperson of the Faculty Senate

1. The attached BILL, titled Proposal for the Continuation of the University Year for Action (UYA) Internship Program

is forwarded for your consideration.

2. The original and two copies for your use are included.
3. This BILL was adopted by vote of the Faculty Senate on March 20, 1980 (date).
4. After considering this bill, will you please indicate your approval or disapproval. Return the original or forward it to the Board of Regents, completing the appropriate endorsement below.
5. In accordance with Section 8, paragraph 2 of the Senate's By-Laws, this bill will become effective on April 10, 1980 (date), three weeks after Senate approval, unless: (1) specific dates for implementation are written into the bill; (2) you return it disapproved; (3) you forward it to the Board of Regents for their approval; or (4) the University Faculty petitions for a referendum. If the bill is forwarded to the Board of Regents, it will not become effective until approved by the Board.

March 21, 1980
(date)

Alvin K. Swonger
Alvin K. Swonger
Chairperson of the Faculty Senate

ENDORSEMENT

TO: Chairperson of the Faculty Senate

FROM: President of the University

1. Returned.
2. a. Approved _____.
- b. Approved subject to final approval by Board of Regents _____.
- c. Disapproved _____.

4/3/80
(date)

F. Newman
President

UNIVERSITY OF RHODE ISLAND
Kingston, Rhode Island

FACULTY SENATE

CURRICULAR AFFAIRS COMMITTEE

February 12, 1980

During November and December, 1979, the Faculty Senate Curricular Affairs Committee considered the following proposal that the University Year for Action Student Internship Program become a continuing university program and now recommends approval to the Faculty Senate:

ADD: University Year for Action (UYA) Internship Program

A. Proposal

1. Continuation of the University Year for Action (UYA) Internship Program.
2. Courses:

UYA 301, 302 UYA Field Experience I,II (1 and II,3-12 each) Field experience gained at placement site through participation in the UYA Program. The experience will be defined by a job description/learning contract arranged by the UYA Director between the student intern, the intern's faculty advisor and the relevant agency supervisor. Pre: Junior or Senior standing, participation in the UYA Program, and permission of a faculty advisor. May be repeated once for a total of 24 credits. S/U credit. Staff

UYA 303, 304 UYA Colloquium I,II (1 and II,3 each) Seminar format. Discussions of issues and problems raised by internship experiences in public service agencies. Pre: Concurrent registration in 301 for 303 and 302 for 304. Required for and open only to students enrolled in the UYA Student Internship Program. S/U credit. Roughton

3. That the Experiential Learning Committee (ELC) be established as a continuing faculty committee to supervise the UYA Program and be responsible to the Faculty Senate Curricular Affairs Committee (CAC):
 - a. The ELC shall consist of six faculty members representing at least three colleges whose students enroll in the UYA Program. (Historically, students from the Colleges of Nursing, Pharmacy, and Engineering have not participated in UYA for curricular reasons).
 - b. The ELC will review and approve, disapprove, or modify all current policies and policy changes of the UYA program.
 - c. The ELC will review all matters brought to its attention by the UYA Director or any other member of the UYA staff.
 - d. The ELC will conduct a review of the entire UYA Program including its staff at least once each year. Following this review, the ELC will work out with the Director, changes that ought to be made in the program as a result of this review. This review will constitute the annual report of the ELC to the Faculty Senate CAC.

4. The University Year for Action Internship Program shall continue to be administered by a faculty status director:
 - a. The director shall be responsible for overseeing all activities of the program to assure UYA's academic integrity.
 - b. The director shall be responsible for offering the required UYA Colloquium each semester.
 - c. The director's position will be at least a two-thirds time position during the academic year. In addition, the director will be recontracted during the summer for at least half-time responsibility.
 - d. When the director's responsibilities require that she/he be released by an academic department, arrangements for that release shall be made between the Academic Vice President and the Chairperson of the department involved.
 - e. The Director shall be appointed for a three year term by the Academic Vice President upon the recommendation of the Experiential Learning Committee. Whenever the Director's position falls vacant, the ELC shall serve on the search committee for the person to fill that job.
 - f. The UYA Director will be provided the support staff necessary to meet the needs of the program given its size and scope at a given time.

5. Cost:

Proposed Budget for 7/1/80 - 6/31/81

<u>Salaries*</u>	Director	\$15,688
	Director Summer	
	1980 Recontract	\$ 2,345
	Field Coordinator	
	(Research Assistant)	\$10,942
		\$28,984
<u>Operating Expenses</u>	Travel	\$ 1,000
	Publicity	\$ 275
	Office Supplies	\$ 350
	Postage	\$ 100
		\$ 1,725
<u>Tuition Waivers</u>	Waiver for instate general fee for 30 interns	\$28,500
	Grand Total	\$59,209

*Salaries for 1980-81 are calculated as 8.67% of their 1979-80 level.

~~Only these items are additional costs to the university. The real cost of the Director's salary depends on negotiations for a release time between the Director's academic department and the administration. The tuition waivers do not involve a cost to the university since they are regarded as "lost income".~~

UNIVERSITY OF RHODE ISLAND
Kingston, Rhode Island

FACULTY SENATE

CONSTITUTION, BY-LAWS AND UNIVERSITY MANUAL COMMITTEE REPORT #1979-80-2

Resolutions Recommended by the Ad Hoc Task Force on the Budget Deficit

1. Background:

The Faculty Senate Executive Committee requested that the CBUM Committee draft appropriate legislation for incorporation into the University Manual based upon the following resolutions recommended by the Ad Hoc Task Force on the Budget Deficit which were adopted by the Faculty Senate on April 19, 1979:

- a. Be it resolved that the President be required to report to the Faculty Senate each September with a State of the Budget Address and include therein his administration's priority statements for the University for the year.
- b. Be it resolved that the Vice President for Business and Finance report on the state of fiscal management to the Faculty Senate in May when the operating budget is constructed and each quarter thereafter when the internal accounting reports are available.
- c. Be it resolved that the President and Vice President for Business and Finance publish a two and three year budget statement that coincides with the President's Priority Statements to be delivered beginning in September 1979.
- d. Be it resolved that the Senate consider changing its By-Laws to admit the Vice President for Business and Finance as an ex officio member of the Senate.

2. Recommendations:

- a. In order to incorporate resolutions a, b, and c above into the University Manual, the CBUM Committee recommends approval of the addition of the following new section 11 to the By-Laws of the Faculty Senate and the re-numbering of present section 11 as section 12:

Section 11. Budget Reports to the Senate

11.1 In September of each year, the President shall present a State of the Budget address to the Senate. The address shall include a statement of the President's priorities for the University for the year. At the same time, a two and three year budget statement shall be published jointly by the President and the Vice President for Business and Finance.

11.2 Each May, the Vice President for Business and Finance shall report to the Senate on the newly constructed operating budget for the upcoming fiscal year. In January, the Vice President shall present to the Senate a summary report concerning expenditures at the six month point in the current budget cycle. If, in the judgment of the Executive Committee, significant changes subsequently develop,

an additional presentation shall be scheduled.

Changes in the By-Laws require a 2/3 majority vote and may not be voted upon at the meeting they are introduced.

- b. In order to incorporate resolution d into the University Manual, the CBUM Committee recommends approval of the addition of the Vice President for Business and Finance as an ex officio, non-voting member of the Senate by amending Article III of the Faculty Senate Constitution as follows (change is underlined):

Article III. Membership

1. The Senate shall consist of designated ex officio administrative members, ex officio student members and of elected members of the full-time teaching, library, research and extension faculty, chosen in the approximate ratio of one senator for each 10 full-time faculty members... The President, the Vice President for Academic Affairs, the Vice President for Business and Finance, the Vice President for Student Affairs, the deans of the colleges and schools, the Dean of the Graduate School, the Dean of the Division of University Extension, the Registrar and the President or in his absence, the Vice President of the Student Senate and the President, or in his absence, the Vice President of the Graduate Student Association shall be members of the Senate ex officio without the right to vote, but with the right to make and second motions...

Changes in the Constitution must be initiated by a majority vote of the total voting membership of the Senate and ratified by an affirmative vote of 2/3 of the General Faculty voting on the question in accordance with Article VII of the Senate Constitution.

Norman Coates
Galen Johnson, Chairperson
Elizabeth Gates Kesler
Charles Olney
Claire Robinson
Fritz Wenisch
Sheila Black Grubman, ex officio

B. Rationale

1. Goals of the Program

a. For Students: URI/UYA provides qualified undergraduates with a meaningful full-time field experience in public service agencies. This field experience is meant to enhance the student's classroom/laboratory experience in her/his field. At the same time, UYA interns make an important pre-professional public service contribution to the agency where they serve. The immediate benefit to the student intern is that he or she can earn as many as 15 S/U credits per semester. Students earn an "S" for Field Experience when they have received positive evaluations from their faculty advisor, their agency supervisor, and the UYA Director. The grade in the required UYA colloquium is determined by UYA's faculty status director. The internship credits form a part of the participating student's degree program in a manner similar to other S/U work a student might elect. Of equal importance is the fact that the student benefits because he/she receives experience that helps him/her realize professional goals upon graduation. Experience demonstrates that URI/UYA graduates do extremely well competing not only for jobs but also for admission to graduate school.

b. For the Agencies: The agencies benefit as well. The addition of a student trainee means that the agency has to sharpen its training procedures. In addition, the presence of eager, highly motivated interns serves to rejuvenate agency personnel attitudes towards their profession. Students bring recently learned ideas into their placements and contribute their energies in public service areas where staffing shortages make the student a very welcome addition.

c. For the University: The university benefits because agencies see the involvement of both interns and their faculty advisors as a positive contribution by the state university to the realization of diverse but important public service goals. Indeed, the URI/UYA internship model has become the preferred internship program for many agencies in the state. Although the program places an average of thirty students each semester, there are over seventy state and federal agencies or non-profit corporations that are eager to work out a UYA intership arrangement with URI students.

2. Description of the Program

The University Year for Action Student Intership Program places qualified juniors and seniors in full-time internships in public service agencies. Students are required to have at least junior standing, a 2.5 QPA, and the approval of an academic advisor in a field that relates directly to the type of field experience the student is seeking.

Students who apply are interviewed by the UYA staff to determine what type of public service agencies seem appropriate to the students' academic backgrounds, interests, and vocational goals. The internship process only proceeds with agencies that have been interviewed by either the UYA Field Coordinator or the program's director. All student applicants are strongly encouraged to meet with their faculty advisors early in the application procedure.

When agencies are interviewed they are told about UYA's concern that there be a strong learning/training component to each student's involvement. Indeed each agency is required to document what it intends to provide an intern in two ways:

1. An agency is required to provide a statement that outlines in general terms the types of training it will provide and the responsibilities it will assign a URI student intern. Each agency also makes clear what field(s) of study or area of interest it would prefer a student to come from.
2. When an agency and a student both agree to form an internship relationship, the agency is required to provide a detailed job description that outlines the specific training and tasks that will be part of the particular internship being worked out. This second document must meet with the approval of both the UYA Staff and the faculty advisor in the student's field who has agreed to advise and supervise the student's internship experience.

After agencies and students have been screened, the staff then attempts to match each qualified student applicant with an approved agency. An internship is established only when the agency supervisor, the student applicant, and the student's faculty advisor have agreed to the terms of the job description mentioned in #2 above.

All internships administered by UYA are full-time placements in agencies supported by public funds or non-profit corporations. Each intern must be available to spend approximately 32 hours or the equivalent of four full working days in her/his agency. In return for this commitment students register during their internship semester for:

UYA 301 or UYA 302 Field Experience (3-12 credits)
UYA 303 or UYA 304 UYA Seminar (3 credits)

This allows an intern to take a full semester's work (15 credits) on a S/U basis while serving an internship. Students who are willing to serve a full-time internship but who do not want or need 15 credits, may register for fewer than 12 Field Experience credits. However, the student is still expected to commit herself/himself to approximately 32 hours per week in the agency.

Once an internship is established through an agreed upon job description, the student's involvement with her/his agency is monitored systematically in the following ways:

- 1) The student works out a formal agreement with her/his faculty advisor. This document, the Learning Contract, stipulates the faculty advisor's academic expectations of the student during the internship semester. The Learning Contract stipulates the reading, writing, and meetings agreed to by both the intern and her/her advisor.
- 2) Each advisor is encouraged to visit his/her intern advisee at the placement site as often as the faculty member feels is useful.

- 3) The UYA Field Coordinator maintains a regular schedule of site visits each semester.

The UYA staff has a conference with the agency supervisor at least once during an internship semester. This meeting focuses on a) the extent to which the agency is fulfilling its commitment as outlined in the job description b) the extent to which the intern is fulfilling her/his responsibilities to the agency.

Following this site visit, the UYA Staff member who made the visit writes a report which is sent to the faculty advisor, the agency supervisor, and is enclosed in the student's UYA file.

- 4) UYA Interns are required to participate in the UYA Seminar. This seminar requires students to report formally on their involvement with their agency. In the context of their seminar and their field experience, student interns are also required to keep a weekly journal. This journal must be turned in to the UYA Director before the end of the internship semester.

- 5) Last but not least there is an endless round of phone calls, meetings, and mailings that are a part of the varied contacts between the UYA Staff, agencies, and faculty members. Any time one of the "partners" has a question a meeting is set up to provide answers. In addition, UYA is sponsoring a series of on-campus meetings between agency personnel and interested faculty.

In these many ways, the UYA Staff, the Experiential Learning Committee, and the faculty advisors make sure that each UYA intern receives a full-time field experience appropriate to the student's major and career goals.