Communication/Mass Media Internship
COMM/MM 4379.010
Angelo State University Spring 2020

Instructor: Donald Plachno
Office: Library Building, Room B312
Phone: 325-942-2031 Email: donald.plachno@angelo.edu
Office Hours: 8:00-9:00 Monday through Friday
Other times available by appointment

No Text Required

Description of Course

Students gain on-the-job experience by working in Ram TV. Limited to advanced students majoring in Communication/Mass Media. Participants are selected on the basis of written applications submitted to the department head one semester in advance. Prerequisite: Advanced standing.

Student Learning Outcomes

1. Acquire knowledge (terminology, classifications, methods, trends) in the communication media industry.

2. Apply communication and mass media curriculum in an active professional setting.

3. Demonstrate civic knowledge and responsibility by planning and/or producing

Course Policies

ATTENDANCE: Attendance will be taken in this course. Students are expected to attend all scheduled class meetings for the entire class period (early departures count as absences).
Absence 1= letter grade deduction.
Absence 2= receive an “F” in the class.

NOTE: The instructor reserves the right to excuse certain absences for students who have official university documentation. All other excuses are NOT open to discussion.
Course Requirements

1. Completion of the Internship Contract & Student Activity Release Form
2. Completion of 100 hours (minimum) of supervised work in the organization.
3. Initial Report, that includes a brief description of the facility, list of programs offered by the agency, list of all learning objectives (including those listed on the syllabus and those agree upon by the agency supervisor and university supervisor), and a list of anticipated duties and responsibilities.
4. Completion of Weekly Internship Reports that includes a general description of the intern’s activities since the last report, a narrative describing the connection between these activities and each of the stated learning outcomes, and a self-assessment of professional development accomplished to date.
5. Complete a final comprehensive reflection at the end of the internship. This paper should be a 2-5 page, double spaced report that describes what you did, what you learned and how you will apply it to your future career goals. These reports will not be shared with the organization and should be candid.
6. Submit samples of work done during the internship.

All course documents will be submitted electronically through the university learning management system: https://blackboard.angelo.edu/

Grades
Each professional supervisor is asked to submit a written evaluation of the student at the end of the semester. This form is in the internship packet and should be given to your professional supervisor to complete and mail to your department faculty supervisor at this address:

Dr. Herman Howard  
Department of Communication and Mass Media  
ASU Station # 10895  
San Angelo, TX 76909-0895

The faculty supervisor reviews all reports and production work and assigns the final grade.
-Assignments are due on the date and at the time assigned. Late work WILL NOT be accepted. Computer or printer problems do not constitute an excuse for late or incomplete work.

ASSIGNMENT/GRADE POLICY
Students will earn a grade a letter grade based on the following:

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applied Experience</td>
<td>90%</td>
</tr>
<tr>
<td>Internship Evaluation</td>
<td>10%</td>
</tr>
</tbody>
</table>

TOTAL: 100%

A=90 and above  
B=80-89  
C=70-79  
D=60-69  
F=59 and below
HONOR CODE POLICY: Violations of academic integrity are very serious matters and are clearly documented in the ASU Student Handbook. The work a student submits in a class is expected to be the student's own work and must be work completed for that particular class and assignment. Plagiarism means intentionally or knowingly representing the words or ideas of another as one's own. This may include your own previous work. Plagiarism includes quoting or paraphrasing from other sources without acknowledging/citing the source of your information or presenting quoted material as your own words. You must be very clear about attribution of sources and you must know how to cite sources in a paper. Please see full Honor Code Policy at http://www.angelo.edu/forms/pdf/Honor_Code.pdf

ADA STATEMENT: Request for accommodations may be reviewed on a case-by-case basis, taking into account the essential elements of the academic course and/or the degree being sought. To the extent practical, the faculty and administration will make reasonable accommodations to assist qualified individuals with disabilities meet their degree requirements, consistent with the applicable provisions of Texas statues and the Regents’ RULES AND REGULATIONS. If you wish to have special accommodations made for your studies, please contact the Student Life Office, Room 112 University Center, (325) 942-2191. URL: http://www.angelo.edu/services/student_life/policystatement.html

GRADE APPEAL PROCEDURES: As stated in Angelo State University Operating Policy and Procedure (OP 10.03 Student Grade Grievances), a student who believes that he or she has 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. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see Operating Procedure 10.03 at http://www.angelo.edu/opmanual/docs/Section_10_Academic_Policies-Students/OP_10.03_Grade_Grievance.doc.

STUDENT HANDBOOK: The current student handbook is found on the ASU web site under ‘publications’ http://www.angelo.edu/content/files/17187-20122013-student-handbook-for-web

A. Mutual Benefits of University-Community Partnerships

University-community partnerships foster a vital link between the university and the community. It also offers unique benefits to all stakeholders.

- COMMUNITY PARTNERS utilize the disciplinary and scholarly expertise of both students and faculty/staff alike to better meet community needs.
- FACULTY and STAFF discover excellent opportunities to engage in community-based teaching, service, scholarly, and professional activity.
- STUDENTS gain enhanced learning by exploring and applying course materials in a hands-on, real world community context.
- THE UNIVERSITY gains enhanced opportunities to recruit and retain a more diverse population of college students and strengthen community relationships.
- THE ENTIRE COMMUNITY is enhanced and brought closer together by sharing talents and resources to address numerous opportunities and challenges.