

# Course Change Request

## New Course Proposal

Date Submitted: 04/16/19 2:11 pm

Viewing: **STAT 484 : Internship**

Last edit: 04/18/19 9:25 am

Changes proposed by: twehrly

Faculty Senate  
Number

Contact(s)

### In Workflow

1. **STAT Department Head**
2. **Curricular Services Review**
3. **SC Committee Preparer UG**
4. **SC Committee Chair UG**
5. **SC College Dean UG**
6. **UCC Preparer**
7. **UCC Chair**
8. **Faculty Senate Preparer**
9. Faculty Senate
10. Provost II
11. President
12. Curricular Services
13. Banner

### Approval Path

1. 04/12/19 11:30 am  
Michael Longnecker (longneck): Approved for STAT Department Head
2. 04/15/19 3:10 pm  
Terra Bissett (t.bissett): Rollback to Initiator
3. 04/16/19 2:52 pm  
Michael Longnecker (longneck): Approved for STAT Department Head
4. 04/16/19 3:14 pm  
Terra Bissett (t.bissett): Approved for Curricular Services Review



Catalog course description	Directed internship in an organization to provide on-the-job training and applied research experience with professionals in settings appropriate to statistics and student professional interest.				
Prerequisites and Restrictions	Major in statistics; 12 completed hours of statistics; 2.5 cumulative GPA; 2.5 GPA in statistics courses; approval of statistics undergraduate advisor.				
Concurrent Enrollment	No				
Should catalog prerequisites / concurrent enrollment be enforced?	No				
Crosslistings	No	Crosslisted With			
Stacked	No	Stacked with			

Semester	0-3	Contact Hour(s)	Lecture:	0	Lab:	0	Other:	0-3	Total
Credit Hour(s)		(per week):	0-3						

Repeatable for credit? Yes

Number of times repeated for credit - OR - Maximum number of hours 3

When will this course be repeated? Within a student's career

Three-peat? Yes

CIP/Fund Code 2705010001

Default Grade Mode Satisfactory/Unsatisfactory (S)

Alternate Grade Modes Letter Grade

Method of instruction Practicum

Will this course be taught at another branch? No

Will sections of this course be taught as non-traditional? (i.e., parts of term, distance education) Yes

Learning Outcomes

Does not meet traditional face-to-face learning outcomes.

Describe how learning outcomes are met or provide justification why they are not met.

The course is a practicum experience which will possibly take place outside the Texas A&M campus.  
 Student will provide evidence of internship activities including time sheets, reflection journal, learning outcomes report, and supervisor evaluation.

Hours

Does not meet traditional face-to-face hours.

Describe how hours are met or provide justification why they are not met.

The hours will be considered as completed after evaluation of student's record in internship as indicated by time sheets, reflection journal, learning outcomes report, and supervisor evaluation in comparison to negotiated hours with agency supervisor.

Will this course be taught as a distance education course? No

Is 100% of this course going to be taught in Texas? No

Will classroom space be needed for this course? No

This will be a required course or an elective course for the following programs:

Required (select program)

Elective (select program)

Program(s)
(BS-STAT) Statistics - BS

Has/will this course be(en) submitted for core curriculum consideration? No

Has/will this course be(en) submitted for Writing or Communication consideration? No

Has/will this course be(en) submitted for ICD? No

or CD  
consideration?

## Course Syllabus

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Syllabus: Upload syllabus

Upload syllabus [STAT 484 Syllabus.docx](#)

Letters of support or other documentation

No

Additional information

Reviewer Comments

**Sandra Williams (sandra-williams) (09/22/17 8:52 pm):** Rollback: Syllabus missing link to student rule 7 regarding attendance/late work policy. Form course description shows "0 to 3" credit hours, however, SCH and Other Hours show "3". If this is a variable course, then "0-3" needs to be added in the appropriate SCH and Other fields.

**Terra Bissett (t.bissett) (04/15/19 3:04 pm):** Minor edits made to catalog course description and prerequisites to comply with catalog style guide.

**Terra Bissett (t.bissett) (04/15/19 3:10 pm):** Rollback: If course hours are variable, please update section on form to include 0-3 under the "other" contact hours field.

**Terra Bissett (t.bissett) (04/16/19 3:14 pm):** Updates received.

**Sandra Williams (sandra-williams) (05/03/19 4:55 pm):** UCC approved May 2019.

Reported to state?

Add  
CS

Key: 17969

## STAT 484: Internship

### Course Description:

Directed internship in an organization to provide on-the-job training and applied research experience with professionals in settings appropriate to statistics and student professional interest. Credit 0 to 3. Maximum 3 hours can count toward major.

Prerequisites: Major in statistics; 12 completed hours of statistics; at least 2.5 cumulative GPA; at least 2.5 GPA in statistics courses; pre-approval of a statistics faculty undergraduate advisor.

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Instructor:

Office:

Office Hours:

Phone:

Email:

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### Learning Objectives:

Upon successful completion of the internship, students will be able to:

1. Apply academic knowledge to solve practical, real-world problems in a professional setting;
2. Develop and sharpen relevant knowledge, skills, and abilities necessary to serve effectively in a professional setting;
3. Explain their role and function in the organization and reflect on professional conduct and etiquette in the internship workplace; and
4. Critically evaluate the internship experience in terms of the broad range of experiences available in the professional field(s) most relevant to the internship.

### Course Requirements:

- **Time Sheet:** You are required to keep a time sheet of your hours, have it signed by your supervisor, and submit it at the end of the semester. The specific times and number of hours per week you work should be negotiated with your agency supervisor.
- **Reflection Journal:** 1-2 pages. This mid-term report of your progress is due once half of your internship is completed. You should reflect on your assigned duties, successes or disappointments with your experience, and goals for the rest of the internship.
- **Learning Outcomes Report:** 3-5 pages. This final reflection should cover an introduction of the logistics of your internship (with whom, when, where), description of your assigned duties, accomplishments, discussion of learning outcomes, and a critique of your internship experience.
- **Supervisor Evaluation:** A survey link will be made available during the last three weeks of the semester. You will be responsible for sending that link and making sure your supervisor completes the online evaluation.

All assignments are due by 11:59PM on the date indicated on the syllabus. Late assignments will not be graded. Use the following format for all assignments: 1” margins, Times New Roman, 12-point font, double spaced. Submit all work as a Word document. While attendance records will not be taken, you must complete the required time for the internship as indicated by the time sheets. For university policy on attendance, please see Student Rule 7:

<http://student-rules.tamu.edu/rule07/>

**Grading:** This course is graded on a satisfactory/unsatisfactory basis.

Submitted time sheet	10
Reflection Journal	20
Learning Outcomes Report	50
<u>Supervisor Evaluation</u>	<u>20</u>
<b>Total</b>	<b>100</b>

Grading Scale:

A	90-100
B	80-89
C	70-79
D	60-69
F	<60

**Academic Integrity:**

“An Aggie does not lie, cheat or steal or tolerate those who do.”

Upon accepting admission to Texas A&M University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor System. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the TAMU community from the requirements or the processes of the Honor System. See the following for information regarding the Aggie Honor Code and Honor Council Rules and Procedures: <http://aggiehonor.tamu.edu>.

**Disability Services:**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protections 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 contact the Office of Disability Services in the Disability Services Building at White Creek complex on west campus or call (979) 845-1637. More information can be found at <http://disability.tamu.edu>.