

Members: James Swartz (Chair), Gerald Adams, Eliza Willis, Karla Erickson, Erik Simpson, John Stone, and Caitlin Wells.

1. The minutes of the meeting of 11/06/07 were approved.
2. FOC believes that the CC should come forward with a proposal regarding the tenure of faculty members on the CC. Eliza said that she will follow up again with FOC.
3. Eliza Willis distributed a draft proposal concerning MAPs and the support for Independent Study and quality control. The committee agreed that this proposal when it is finished should go to the Executive Council and then to the faculty for approval.
4. The committee decided to put the following item on our next agenda:

The Sociology Department has considered this proposal put forward by Doug Caulkins in the CDO, and we are fully in support of the proposal for the reasons that Doug has enumerated. Kent

Dear Kent,

As promised, I am sending on a statement for your review and your department's consideration concerning the current practice of requiring Curriculum Committee approval for internships used for the Sociology Department's SOC 300, Practicum in Applied Sociology:

Currently, sociology students are expected to make a formal application for an internship to the Career Development Office, which then forwards the application for credit to the Curriculum Committee. This seems an unnecessary and inappropriate burden on both the CDO and the Curriculum Committee since students get credit for the SOC 300 course, not the internship itself. The faculty member teaching SOC 300 is responsible for managing and supervising the students and their internship.

To require Curriculum Committee approval in this case is analogous to requiring CC approval of the research paper topics selected by students in a seminar. The CC currently does not review internship applications undertaken on the Grinnell-in-Washington and Grinnell-in-London Programs, since faculty supervise the internships in both those instances. In any case, there is no institutional memory of any proposed internship for SOC 300 being rejected. Eliminating the requirement for Curriculum Committee approval for internships for SOC 300 students would reduce the burden on this important committee and would honor the faculty autonomy that we, in other instances, take for granted as part of the instructor's responsibility.

5. The committee will also consider the following proposal from Doug Caulkins, former Director of CDO and Kathleen Powell, Director of CDO at our next meeting:

Proposal for modifying regulations for Summer Internships for Credit:

1. Normally summer internships for credit will be considered only when they are (a) required or recommended for a major or concentration, (b) required by the internship provider, or (b) needed for Curricular Practical Training (CPT) by international students. [These three circumstances are normally the only ones that can trigger applications to the Curriculum Committee. The CC will decide, in each case, whether to accept or reject the application.]
2. Create a half-credit internship category in addition to the current 2 and 4 credit internships. For half-credit internships, the tuition costs and the faculty sponsor's responsibilities should be reduced proportionately. [Currently, the tuition for 2 credit internships is \$1,786; for one half-credit it would be \$446.50.] The purpose of the half credit internship is to *reduce demands on faculty time and reducing student costs*, while meeting curricular needs from some majors and concentrations, meeting the requirement of some internship providers, and allowing international students to meet federal requirements for summer internships without incurring the expense and time delay of applying for Optional Practical Training (OPT). [According to recent national surveys, 20% of internship providers require that their internship is taken for credit. This is the case for Sponsors for Educational Opportunity (SEO), for example, which provides summer internships for students of color, including some Grinnell students.]

The responsibilities of the faculty sponsor for a half-credit internship shall be as follows:

Meets with student to formulate faculty expectations and sign learning contract; (2) receives a brief update on the internship around the middle of the internship, normally the 4th week; (3) debriefs the student after her/his return to campus.

The student should be encouraged to alert the faculty sponsor or a staff member of the CDO if difficulties arise in the internship. The faculty sponsor may respond or may refer the issue to the CDO for a response. The student completes a summary paper and journal which are deposited with the CDO (this is current routine). The faculty advisor can use those documents as part of the debriefing, but is not required to do so.

These faculty responsibilities are considerably scaled down from what is expected for a 2 or 4 credit internship.

3. Revise the Curriculum Committee procedure for reviewing summer internship grants for credit as follows:
 - A. Normally, application materials will be on Pioneer web for the Committee's attention, rather than distributed as hard copy.
 - B. The Registrar will screen summer applications and bring only potentially problematic ones to the attention of the committee (as is done in CAS, and OCS)

[Suggested list of information to be transmitted to the Registrar for Committee consideration]: The CDO will provide the Registrar with copies of the following materials for each internship applicant who is applying for credit: information page, cover letter, unofficial transcript, faculty recommendations, learning contract, and academic expectations (see Appendix, Internship Application Checklist for a complete list of application information).

[Suggested list of criteria for bringing an application to the Committee]: The Registrar will flag applications for consideration by the Curriculum Committee if (1) the student has a double major, (2) the G.P.A. is below 2.75, (3) any faculty recommendation rating is less than "average", or (4) any other problem comes to the attention of the Registrar.

6. At 5:00pm the faculty reviewed and approved internship applications for spring with Kathleen Powell

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