Course Overview

This multi-listed internship course provides students with support and guidance as they apply the skills of one of the following majors/minors to analyze an internship experience: American Indian Studies, African American Studies, Asian American Studies, Chicana/o Studies, and Gender Studies. Through experiential learning, students will have opportunities to: a) apply their academic knowledge and skills in a work setting b) critically examine how workplace dynamics are fueled by the intersection of class, gender, indigeneity, race, and sexuality; and c) learn the various strategies of resistance deployed by individuals and groups to improve their working or employment conditions. This course will work from the perspective that modern workplace dynamics are based on a broader US history of labor relations defined by settler colonialism, slavery and indentured servitude. Internship sites must be approved by the internship coordinator and can be in the public sector, private industries, or non-profit agencies. Students should plan to apply for internships on their own a quarter before they plan to enroll.

Please note: Students who want to request permission to apply this course toward a major/minor in one of the partner departments should consult their undergraduate counselor about protocols.

* This course has been designed as an upper-division experience in intersectional analysis. Prior coursework at any level in one of the partner departments is strongly recommended.

195CE LEARNING OUTCOMES

Students enrolled in this independent study course will have the opportunity to:

- Define and/or apply the following core concepts: civic engagement, social responsibility, experiential learning, workplace disparities, and intersectional analysis;
- Apply academic knowledge and critical thinking skills to address situations and challenges that arise in 21st-century work environments;
- Develop and execute a research paper integrating analysis inspired by experiential learning (i.e. an internship) with knowledge gained from an academic discipline;
Explore how off-campus work experience contributes to an undergraduate’s intellectual, personal, and professional development and informs future career choices.

**COURSE REQUIREMENTS:**

1. Discussion Sessions
2. Weekly Response Papers
3. Final Research Paper
4. Signed timesheet documenting a minimum of 80 hours worked during the quarter at an approved off-campus site
5. Liability Waiver

**Discussion Sessions (20% of your grade)**

Schedule and attend biweekly discussion sessions with your coordinator (me) at the Center for Community Learning at least 5 times, including intake. Come to each 30-minute discussion session prepared to discuss your experiences at your internship, your weekly response papers, and your progress on your research paper. To receive full credit you must be prepared to have an engaged, interactive meeting. Appointments can be scheduled in person at CCL (Murphy A265); by calling CCL at 310-825-7865; or by emailing the front desk at cclmeetings@college.ucla.edu. Since I am not at CCL every day I am unable to schedule appointments personally, and I cannot meet you outside my office hours. Plan accordingly.

You are responsible for making your own appointments and for scheduling your 5 meetings evenly throughout the quarter (biweekly – i.e. every other week). Each meeting is worth 4 points. Showing up late and/or unprepared for a meeting will result in the loss of at least one point. If you arrive more than 10 minutes late, you will be asked to reschedule and the meeting will be worth only half credit. You may schedule only one meeting per week and MUST complete your second meeting by the end of Week 4 or the meeting will be considered late and will be worth only half credit. Repeated cancellation same-day cancellations are unacceptable may also result in a penalty. Any request to schedule meetings in consecutive weeks must be approved by the coordinator IN ADVANCE and may not be granted. Attending regularly scheduled meetings THROUGHOUT THE ENTIRE QUARTER is required in order to pass a 195CE course and failure to meet this expectation will likely result in an automatic grade reduction to C-/NP. You may be advised to drop at any point in the quarter if you are no longer in a position to pass the course and your site will be notified.

**Weekly Response Papers (40% of your grade)**

Submit 2-3 page response papers (double-spaced, 12 point font, 1 inch margins) via email (rwoldegaber@college.ucla.edu) by 11:59PM on Sunday. You need to turn in 8 response papers total. Each weekly paper is worth 10 points. Response papers are docked 2 points for each day they are late. All work must be submitted to pass even if it is too late to
receive any credit. **Submitting more than two papers over one week late is grounds for automatic “No Pass” if you are taking the course P/NP.**

These papers should offer detailed reflections about your experience in the workplace and how it relates to your major/minor and to other fields of inquiry associated with this multi-listed course. I have provided prompts to guide your analysis on the schedule of assignments at the end of the syllabus.

**Final Research Paper (40% of your grade)**

Using at least 5 sources, complete a research paper of 8-10 pages (double-spaced, 12 point font, 1 inch margins) due at 5:00PM on Friday of Week 10. This assignment asks you to examine a topic inspired by your internship. This isn’t an extended response paper; rather, you should develop a research-based argumentative analysis that uses historical approaches. See the final pages of this syllabus for further instruction. You must use a minimum of 5 total sources, with at least 3 academic sources (such as book chapters or academic journal articles) and 2 reputably edited popular sources (such as newspaper/magazine articles). Late papers will be docked 1/3 of a grade for each day late.

I will only accept the final paper via email.

To pass the course, students must earn a C or better (73%) OVERALL. Additionally, students must complete the following requirements:

**Time Sheet**

Submit a timesheet with your final paper, signed by your supervisor and documenting the hours that you have worked this quarter. To pass the course, interns must work at least 80 hours of work during the quarter (about 8-10 hours/week). While you are free to add a few hours, be advised that working more hours not necessarily better—for your internship experience or your grade in the course. Space your hours evenly and be wary of stretching yourself too thin. Please consult me if you find yourself working more than 10-15 hours per week either at the request of your site or of your own inclination.

**Liability Waiver**

Available at the CCL office and required by UCLA for off-campus work.

** Be advised that your internship will be notified at any point in the quarter if you are in “No Pass” territory or if you withdraw from the course. You should also know that regardless of student status, all site supervisors are contacted at least twice during the term for mandatory check-ins. **

**ADDITIONAL POLICIES:**
Academic Integrity
All policies in the UCLA Student Code of Conduct regarding academic integrity apply to this course, including policies regarding plagiarism. When warranted, infractions will be reported to the Dean of Students and may result in disciplinary action. UCLA’s complete policy regarding academic integrity can be found on the website for the Office of the Dean of Students: http://www.studentgroups.ucla.edu/dos/

Course Accommodations
If you wish to request accommodations for a disability, please contact the Office for Students with Disabilities (OSD) as soon as possible at A255 Murphy Hall, 310.825.1501 or 310.206.6083 (telephone device for the deaf). Website: www.osd.ucla.edu. In addition to registering with OSD, please contact me privately at the start of the quarter so that appropriate accommodations can be arranged with OSD well in advance of assignment due dates.

Grading Scale

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Schedule of Assignments

Week 0 (Sept 21-27) Complete Enrollment Paperwork (no reading/writing assignments)

Week 1 (Sep 28- Oct 4) Complete Enrollment Paperwork (no reading/writing assignments)

Week 2 (October 5-11) First response paper due October 11th

Civic Engagement in a Professional Context: Discussion of Your Internship, Understanding Intersectionalit.

Part 1. Read the provided selections from The Successful Internship and briefly summarize the article. What is experiential learning? How does it differ from...
conventional classroom-based approaches, and how does your internship offer opportunities for such learning? What does it mean to be a “civic professional,” and how do you see the organization you are interning for fulfilling a “civic mission” or responsibilities to the community?

Part 2. Read “A Primer on Intersectionality” and briefly summarize the article. What are the ways in which single-axis analysis failed to account for the multiplicity of subordinate positions? And how does intersectional approach to research challenge such single-axis analysis?

Part 3. Briefly describe your internship site and your assigned position. What types of goods and/or services does it provide? Please reflect on how you negotiated the responsibilities of your position, as well as your expectations and how you see your internship as an opportunity to apply skills developed during your major/minor at UCLA. Do you have any fears or reservations about this position?

Week 3 (Oct 12-18) Second response paper due Oct 18th

Understanding Workplace Equality and Employee Rights

There are two parts to the second assignment —and it will probably take you the full three pages. Please spend at least one page on the first portion of the response and two pages on the second.

Part 1. The US Equal Employment Opportunity Commission established a legal definition of sexual harassment and outlined specific behaviors that constitute workplace discrimination. Please find the link below and read the different types of discrimination prohibited by the laws enforced by EEOC at http://www.eeoc.gov/laws/types/index.cfm. Then read the workplace laws that are NOT enforced by the EEOC at http://www.eeoc.gov/laws/other.cfm please select one or two laws and reflect on the following question: What are some of the strengths and limitations these laws? How is it relevant to you

Part 2. The article below models an intersectional thinking about power disparities in the modern workplace. Start with a concise summary of the article. Identify and discuss at least two specific points made by the authors that rely on an intersectional approach that brings together gender, race, class and sexuality.


Dynamics of Oppression and Privilege: Conversation with Your Supervisor
Interview your supervisor or have an informal conversation with an employee (NOT a fellow intern) about the career opportunities that are available to you as a student trained in the interdisciplinary and/or multidisciplinary field you are studying at UCLA. During your conversation, try to learn the ways in which people can establish the social networks and knowledge bases that are necessary for advancement and occupational mobility in this industry. Does your workplace or field mobilize measures to address inequalities in socioeconomic opportunities (e.g. affirmative action)?

**Week 5 (Oct 26 Nov 1)** Fourth response paper due Nov 1st

*Workplace Disparities and Dominant Metaphors of Access and Inclusion/Exclusion*

How is labor organized at your internship? What are the ways in which labor is organized around class, gender, race, national origin, or other factors at your internship site? Do you notice dominant modes of communication embedded in culture of workplace (gendered or racialized mode of communication or dress code)? How do these phenomena provide evidence of the workplace disparities Williams describes, such as the glass escalator—and how do different populations of the workforce experience these disparities differently? At what level of your workplace do you notice the most disparities and how do those disparities intersect with one another? What forms of resistance to such disparities do you observe?

**Reading:** Christine L. Williams. “The Glass Escalator, Revisited: Gender Inequality in Neoliberal Times” (Gender & Society June 2013)

**Week 6 (Nov 2-8)** Fifth response paper due Nov 8th

*Economies of Labor Surpluses and Strategies of Resistance*

For this week, use Joseph Stiglitz’s article to guide you as you evaluate how labor is organized at your internship site. As a student studying in programs and departments born out of the struggle by marginalized communities, what is your understanding of labor? Do you observe a direct or indirect connection between invisible labor (labor that is not well-compensated, recognized, and appreciated) and the profit that the industry is making? What institutional support do these laboring bodies need or demand to improve their working conditions?

As you reflect on these complex questions, you may want to consider which position is considered the most important labor at your organization and which bodies are considered expendable? How do you know? Do you observe dominant assumptions or silences around issues of family in the workplace? In particular, how does the financial structure of the organization reinforce inequalities, and what are some of the strategies of resistance already in place?
http://opinionator.blogs.nytimes.com/2013/02/16/equal-opportunity-our-national-myth/?r=0

Week 7 (Nov 9-15) Sixth response paper due Nov 15th

Research Paper Proposal: Applying Intersectional Analysis

1) Review the paper guidelines at the end of this syllabus. Then find two scholarly articles to use for your research paper and summarize them: a) identify the most important concepts in the readings, b) connect the article to your internship experience and research topic, and c) develop questions or thought pieces that would guide your research paper.

a. NOTE: Please make sure that at least one of your articles addresses issues relevant to the field of your major/minor (i.e. the subject area you are enrolled under), and at least one of your articles draws on insights from one of the other fields of study represented by this comparative course. For instance, if your major is Asian American Studies, one of your articles should address that field and one should draw insight from another field, such as Chicana/o Studies or Gender Studies. If one or both of your articles takes a comparative/intersectional approach to your research topic, that is even better! For assistance with your research, consult the list of recommended academic journals on the course website.

2) Draft the introductory paragraph for your paper. Be sure to include a rough draft of your thesis statement.

Week 8 (Nov 16-22) Seventh response paper due Nov 22nd

Policies and Strategies for Resistance and Change

For this week, please find a scholarly or popular news article dealing with ONE public policy related to your research topic. Examples of public policies include the Fair Labor Standards Act, Social Security Act, Title IX, Americans with Disabilities Act, Affordable Care Act, and many other state and federal laws and regulations (such as the California DREAM Act and federal Deferred Action for Childhood Arrivals memorandum). Pay attention to how the government policy you choose to analyze directly or indirectly affects the working population in your industry or the industry itself. How do these policies affect who can apply for (and/or advance in) the various job positions in your organization or industry? How do these policies affect the segments of the industry engaged in invisible labor? How do marginalized populations build upon these policies to work for reform and change in your industry?

Week 9 (Nov 23-29) Eighth response paper due Nov 29th

Final Reflection
Look back at the expectations you outlined in Response 1 and reflect on your overall experience in your internship. Have you learned what you hoped to learn? Have you learned things you never expected, or developed skills you didn’t know would be put to the test? What are the ways in which you are able to apply your education in this particular industry? Has this internship helped you clarify your career goals? Is there anything you would have done differently? How has this internship and/or this course shaped your thinking about issues of class, gender, indigeneity, race, and sexuality in the contemporary workplace and in the Los Angeles community?

Week 10 – Final Paper and Signed Time Sheet due at the end of Week 10 (Dec 4) by 5:00PM

Research Paper Guidelines

Your research paper should be a thoroughly investigated, objective exploration of an aspect of your internship or field that will ultimately make an informed and analytical argument. Since you are enrolled in a multi-listed 195CE course, you will need to take a comparative or intersectional approach to your paper topic. While you are free to focus the majority of your paper on issues related to the discipline of your major/minor, please be sure to make connections to at least ONE other area of study represented by this multi-listed course (see the list of participating departments at the top of the syllabus). Your paper must be at least 8-10 double-spaced pages in length and must include a minimum of five scholarly sources. At least one of these sources must clearly addresses your topic from the discipline of your major/minor and one must address your topic from the perspective of one of the other disciplines associated with this course. If one or more of your articles takes a comparative/intersectional approach to your topic, that’s even better!

The best way to start your research paper is to read through a number of sources related to a topic inspired by your internship, and then create an argument based on that evidence. Outline your paper before you start writing. Remember: All papers must have a THESIS STATEMENT, stating the argument of your paper. Papers without thesis statements will not pass the course. If you have questions regarding what constitutes a thesis statement, please let me know.

The topic of your final paper must be approved by your coordinator (me) no later than Friday of Week 8. Papers that have not received approval will not be accepted.