

COURSE SYLLABUS

COURSE TITLE: INTERNATIONAL COOPERATIVE EDUCATION

COURSE NUMBER: ITL 198

CREDITS: 5 credits (quarter hour credits)

Please verify acceptance of these credits at your home college/university prior to enrollment. (These credits are considered electives for Washington State students.)

FEES: Please refer to website: www.seattlecentral.edu
Click on Courses & Programs, Travel Study and Policies & Procedures
(Course fees subject to change)

PREREQUISITES: Completion of ITL 197 or concurrent enrollment in ITL 197.

REQUIRED TEXTS/SUPPLIES: None

COURSE DESCRIPTION:

This course provides students with an opportunity to earn academic credit for work experience or volunteer service in an international setting. It provides for both personal and professional growth and is intended for students who desire to expand their educational experiences beyond the traditional classroom setting by working directly within another culture. It engages students in meaningful work experiences, or in responsible and challenging volunteer activity for the common good, while helping them gain understanding, acquire knowledge, and develop the necessary skills for living in a globally interdependent and culturally diverse world. In addition to working or volunteering, students may elect to attend language school (optional) to improve foreign language proficiency. Supplemental assignments offer opportunities for research and reflection of experiences. **NOTE:** Job/internship/volunteer time and language school attendance must be verified.

COURSE OBJECTIVES:Students will:

1. Examine differences and similarities in the workplace environment, and expand knowledge and understanding of traditions/customs of different cultures, by working or volunteering in an international setting.
2. Improve foreign language proficiency by attending language school. (Optional)
3. Recognize, accept, and seek to understand the uniqueness of the culture in the host country by conducting a mini-ethnography.
4. Develop research and critical thinking skills through a research paper on a topic approved in advance by the course instructor.
5. Improve cross-cultural communication and interpersonal skills through an internship or volunteer activity.

STUDENT OUTCOMES:

Upon completion of this course, participants will be able to:

1. Work productively in an organization in the host country.
2. Select books, journals, articles, etc. related to the work/service/travel experience and analyze them critically.
3. Convey differences in culture, economies, politics, art, history, scientific advancement, humanities, literature, language, education, etc. through a research paper.
4. Recognize ethnic, cultural, political, and economic diversity in the host country through journal entries.
5. Increase knowledge of host country's culture by conducting a mini-ethnography.

INSTRUCTOR: To be determined

AMERICAN DISABILITY ACT:

If you need course adaptations or accommodations because of a disability, if you have medical information to share with your instructor, or if you need special arrangements, contact your instructor as soon as possible.

INSTRUCTOR'S EDUCATIONAL PHILOSOPHY:

Experiential education is but one tool to help nurture the learning desire of undergraduate students. Course participants will describe themselves and their experiences, if appropriate, as

members of the global community, and will value the views of diverse peoples, cultures, places, etc.

METHOD OF INSTRUCTION:

1. This course meets electronically or by mail, phone, or fax. There is no physical site or classroom.
2. Course instructor usually available via e-mail 12 hours daily.

OVERVIEW OF COURSE CRITERIA/ASSIGNMENTS:**1. REQUIRED HOURS**Option 1:

66 hours of job, internship or volunteer hours. Student must provide verification of hours.

20 hours of language school attendance. Student must provide verification. (Written evidence documenting at least 20 formal/informal hours of language instruction. Submit photocopy to verify instruction hours and grade and/or level of completion. Possible sources of evidence include certificate/award of completion, letter from school dean or language immersion coordinator, grade card, or official transcript, along with photocopies of airline, passport, and lodging receipts.)

A DAILY PORTFOLIO must be maintained in English during the study period. Use it to keep brief narratives of your daily instructional experiences. It should contain notes on field trips, daily lessons, new vocabulary, oral language activities, interaction with classmates, as well as the instructor, student observations of different and unique cultural traits, etc.

OR

Option 2:

99 hours of job, internship or volunteer hours. Student must provide verification of hours.

A DAILY JOURNAL must be maintained during the work experience/service period. It is to contain thoughts, observations, and insights on the job/internship/volunteer experience. Participants should document learning experiences which occurred as a result of various activities.

2. Option 1 and 2: RESEARCH PAPER on a topic agreed upon in advance with the instructor. Use standard research paper format such as MLA, APA, Stanford, Turabian, etc.
3. Option 1 and 2: MINI-ETHNOGRAPHY: The purpose of this exercise is to put yourself in a "first encounter" situation and allow you to practice a little ethnography on a personal level. Ethnographers study human culture by researching artwork, houses,

tools and other material products of a culture. They also devote much research to a culture's non-material creations, including its music, religious beliefs, symbols, and values. They can also study social relationships in human groups such as marriage, family life, authority, and conflict. This project should give you a chance to conduct research directly on the area, people, culture, historic sites, politics, art, music, society, history, education, foreign relations, geography, scientific research, leisure-time activities, etc. of an area/region of your host country. In order to meet the requirements of this exercise, you should do the following:

- a. During your travel, find an event occurring within a community of people you know little or nothing about. The more distant the cultural/historical/geographic/social context from your own the better. Possible events include an art show, musical performance, political speech, party, dance, family gathering, museum, tour, historic site tour, wedding, religious service, recreational activity, foreign school attendance, etc.
 - b. Once you have selected an event, write up what you think you will encounter. What do you think the environment will be like? What will the people be like? What will I experience? Also describe any feelings that you might be experiencing.
 - c. When you arrive and begin to participate in and observe the activities, DESCRIBE what you see, hear, smell, touch, taste; don't analyze, just describe. Begin with the surrounding environment, the people in it, the activities taking place, the use of space, etc. Pretend that you are creating a description for someone who is sightless.
 - d. After you feel that you have done justice to the practice of description, begin asking the three questions posed by ethnographers: What do these people do (are doing)? How do they do it? Why do they do it that way? Thus begins your analysis.
 - e. Summarize your thoughts and feelings: Why was this a good or not so good experience? What did you learn about yourself? Are you more or less likely to continue to encounter new situations in the future? What would you do differently?
4. Option 1 and 2: Completed International Internship/Volunteer Contract and Release Form.

CALENDAR/SCHEDULE:

Students may enroll anytime. All course requirements must be submitted by the due date specified by the instructor.

FEEDBACK TO STUDENT/COURSE POLICIES:

Daily Portfolio or Daily Journal (25 points): Evaluation criteria includes, but is not limited to, clearly presented observations, creative thought and imagination, and appropriateness.

Research Paper (50 points); Evaluation criteria includes, but is not limited to, format, content

appropriateness, organization skills, and analysis of topic.

Mini-ethnography: (25 points): Evaluation criteria includes, but is not limited to, format, content, appropriateness, organization, analysis, originality, and summarization skills.

GRADING STRUCTURE:

A	4.0 - 3.9	Excellent	90+ points
A-	3.8 - 3.5		
B+	3.4 - 3.2		
B	3.1 - 2.9	High	83 - 89 points
B-	2.8 - 2.5		
C+	2.4 - 2.2		
C	2.1 - 1.9	Average	70 - 82 points
C-	1.8 - 1.5		
D+	1.4 - 1.2		
D	1.1 - 0.9	Minimum	43 - 69 points
D-	0.8 - 0.7		
E	0.0	Failure	0 - 42 points

Note: Seattle Central Community College awards numerical grades.

EVALUATING OUTCOMES AND ASSESSMENT FORMS:

Upon course completion, a questionnaire will be sent to each enrollee to determine whether this "self-guided" and "self-paced" aspect of learning met with their needs and approval. It will ask how valuable the course was to them in this manner, what they felt was missing, and what portion of this course was the most helpful to them in their educational plans.

HONOR SYSTEM:

It is expected that each student will prepare his or her own assignments and that any assignments submitted will be the sole work of the student.

Academic dishonesty, including cheating, plagiarism, or knowingly furnishing false information, will not be tolerated.

Violation of these rules will be considered **Misconduct** under the student code WAC 132-F-120-110. Students suspected of misconduct will be referred to the Dean of Student Development Services. Students found guilty of misconduct will forfeit all fees and credit will be denied.

GENERAL INFORMATION:

Terms of Enrollment: Enrollment in travel/language courses does not constitute admission to the college. Students who are not attempting to earn a degree or certificate are registered as non-matriculated students.

Time Limitations: Students have two quarters to complete courses and will receive a "Y" (on-

going) grade on grade reports until all coursework is completed. One extension (for one additional – or 3rd – quarter) will be granted at a cost of \$50/extension. (Please note: The “Y” will remain on transcripts if students do not complete courses.)

Please note: Seattle Central is on a quarter system. Approximate dates are as follows:

Summer: Last week in June through mid-August
Fall: Last week in September through mid-December
Winter: First week in January through March
Spring: First week in April through mid-June

Refund Policy: To receive a refund, a student must submit a written request (mailed, e-mailed, or faxed) to the Cooperative Education Office. No refunds will be given once the quarter officially ends. Please note: If you are taking two quarters to complete coursework, no refunds will be granted during the second quarter.

Final Grade/Transcripts: If you receive a “Y” for your course, the Cooperative Education Office will submit a grade change to the Registrar's office as soon as the grade is received from the instructor.

To request an official or unofficial transcript of grades, students should call (206) 934-3805 (8:00 am - 4:30 pm, Pacific Standard Time) or go online to www.seattlecentral.edu. Click on Enrollment, Transcripts, and scroll town to Request an Official Transcript. There is a fee for official transcripts. Unofficial transcripts are available at no cost to the student.

Change of Name/Address: Students are responsible for providing current contact information to the Cooperative Education Office. Delivery of mail to the last address on record constitutes official notification to students.

FOR ADDITIONAL INFORMATION, CONTACT:

Cooperative Education Program
SEATTLE CENTRAL COMMUNITY COLLEGE
1701 Broadway, BE1103
Seattle, WA 98122

(206) 934-6998

(206) 934-5529

<http://seattlecentral.edu/coop/index.php>

Seattle Community College District VI reserves the right to make any changes in procedures without notice. In addition, the College District reserves the right to cancel courses or change fees at any time without notice.