

HIST 4930: History Internship

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Spring 2023

Course Description

The History Department offers history students (majors and minors) the opportunity to explore history outside of the classroom through a range of internship experiences. Types of internships may vary, (see History [website](#) for current openings) but all students will link their on-site experience to their study of history through reflection-based assignments. Students wishing to enroll for credit will work with the Undergraduate Program Coordinator to learn about, apply for and be matched with individualized experiential learning opportunities. Interns will have an on-site supervisor who will direct their work museums, archives, research libraries, historical associations, schools, businesses, government agencies, and other public entities or special projects. These may be based on the CU Boulder campus or outside of the University, locally or in other cities or states. Students who locate opportunities on their own may, with prior approval, request to enroll in the course and earn credit.

Learning Goals

By the end of the semester, successful completion of the course will enable you to:

- Understand how academic training as a historian can be applied in professional workplaces.
- Gain professional-level workplace experience that draws upon skills and perspectives students are learning concurrently in their study of history.
- Participate in projects that allow the intern to practice these skills.
- Reflect upon the application of historical skills, training, perspectives, and habits of mind in contexts outside of the classroom or academia.
- Relate their generalized study of history to their educational interests and/or post-graduation options.

General Expectations and Requirements

Internships have a work and academic component that typically involve 130-165 total hours of effort (8-10 hours per week during a typical semester). This can be a fully remote or hybrid/in-person requirements, where the majority of student work is completed at the internship site (which can be in-person or remote) and all academic assignments are completed and submitted online through Canvas. Students must have a minimum of sophomore standing (30 credits) and an overall GPA of 3.0 or higher. May be repeated up to 6 total credit hours. The course is offered with a pass/fail grading option only. See History Internship Agreement form for further details.

Course Components

While the heart of any internship will be the hands-on experience working with professionals in the field, the following assignments are intended to support your efforts to connect your work as an intern to your study of history in an academic setting.

1. **Planning:** Attend an orientation and/or individual meeting with Dr. Young. These meetings may take place in-person or via Zoom. We will discuss general expectations, the nature of your specific internship and associated academic work, determine the schedule of due dates and your plan to complete the assignments below. You should complete sec. 2 of the Internship Agreement Form with your on-site Internship Supervisor before this meeting. Then, you will be able to complete sec. 3 with Dr. Young, during or following this meeting and no later than Week 3 of the semester.
2. **Journals:** You will keep a regular journal of your internship experience and submit it on the Canvas site. The frequency of your submission will depend upon the length of the internship itself, but there will be no less than **four** and no more than **six**. Each should be on the order of 300-400 words. The journal entries are meant to be informal and should keep me up to date on what you're doing at your internship, as well as include reflections on the position's broader social significance and relation to historical issues and context, as you understand them. If you will be writing a paper, these journals can also help you to develop a topic and reading list. If you will be submitting a product of your work (see below), these journals are a good space to report on your progress towards completion of that product. Your final entry should include reflection on your experience as a whole.
 - **One entry should devote the majority of the discussion to two of the following four readings** (available on the Canvas site):
 - Kristen Krakilo, "What 2020 taught us about the importance of the humanities," *ASU News* (October 1, 2020)
 - Amanda Ruggieri, "Why 'worthless' humanities degrees may set you up for life," *BBC Worklife* (April 1, 2019)
 - Karen E. Spierling, "The Humanities Must Go on the Offensive," *Chronicle of Higher Education* (December 8, 2019)
 - Teofilo Ruiz et. al, "On the Record: With so many careers geared toward specific technological fields, what is the value of a degree in the humanities or social sciences?" *The Daily Bruin* (October 11, 2010).
3. **Final Project:** There are two possibilities here, depending upon whether your internship allows for the development of a particular product of which you are the sole or major author. Your final project will be due no later than the last day of the term in which you are registered.
 - **Internship-related product.** This may take various forms but can include: a finding aid for an archival collection; the research, design and textual material for an exhibit or script for a tour; research for a historic site report or historical

plaque/marker; a lesson plan for teachers; a presentation based on research for various audiences; oral history interviews; a database of archival or visual images; an edited film or website. This list is only meant to be suggestive, and represents what past students have submitted. Other sorts of products may fall under this category. Deciding whether there is something you can submit or whether you will write a paper is something usually determined in the planning phase.

- **Paper:** If your internship does not allow for the creation of a substantial product, you will instead write a short paper. The topic should connect to your internship in some way and/or explore related historical subject matter. The nature of the paper is something that will be determined in the planning phase and may be developed through communication in the journals. The final version of your paper should be 6-7 pages of clear and polished writing, based on at least three scholarly or original sources, with appropriate footnotes or endnotes. With advance notice, you may request to have outlines or partial drafts for reviewed for feedback.

Evaluation and Grading

The course is offered with a pass/fail grading option only. Passing this course primarily entails responsible attention to expectations and requirements of your internship, timely and complete submission of the journals and other materials, engagement with reflection activities, and responsive communication throughout. Your grade will be based on the journals (40%), the final product (50%), and the planning phase (10%). Passing the course is contingent upon meeting the expectations as agreed upon with your Internship Supervisor, who will share an evaluation of your on-site work me at the end of the term.

The following statements are standard CU Boulder Policy and apply to all classes.

Classroom Behavior: Both students and faculty are responsible for maintaining an appropriate learning environment in all instructional settings, whether in person, remote or online. Those who fail to adhere to such behavioral standards may be subject to discipline. Professional courtesy and sensitivity are especially important with respect to individuals and topics dealing with race, color, national origin, sex, pregnancy, age, disability, creed, religion, sexual orientation, gender identity, gender expression, veteran status, political affiliation or political philosophy. For more information, see the policies on [classroom behavior](#) and the [Student Conduct & Conflict Resolution policies](#).

Requirements for COVID-19: As a matter of public health and safety, all members of the CU Boulder community and all visitors to campus must follow university, department and building requirements and all public health orders in place to reduce the risk of spreading infectious disease. CU Boulder currently requires COVID-19 vaccination and boosters for all faculty, staff and students. Students, faculty and staff must upload proof of vaccination and boosters or file for an exemption based on medical, ethical or moral grounds through the [MyCUHealth portal](#).

The CU Boulder campus is currently mask-optional. However, if public health conditions change and masks are again required in classrooms, students who fail to adhere to masking requirements will be asked to leave class, and students who do not leave class when asked or who refuse to comply with these requirements will be referred to [Student Conduct and Conflict Resolution](#). For more information, see the policy on [classroom behavior](#) and the [Student Code of Conduct](#). If you require accommodation because a disability prevents you from fulfilling these safety measures, please follow the steps in the “Accommodation for Disabilities” statement on this syllabus.

If you feel ill and think you might have COVID-19, if you have tested positive for COVID-19, or if you are unvaccinated or partially vaccinated and have been in close contact with someone who has COVID-19, you should stay home and follow the further guidance of the [Public Health Office](#). If you are fully vaccinated and have been in close contact with someone who has COVID-19, you do not need to stay home; rather, you should self-monitor for symptoms and follow the further guidance of the [Public Health Office](#).

Respect for Preferred Names and Pronouns: CU Boulder recognizes that students' legal information doesn't always align with how they identify. Students may update their preferred names and pronouns via the student portal; those preferred names and pronouns are listed on instructors' class rosters. In the absence of such updates, the name that appears on the class roster is the student's legal name.

Accommodation for Disabilities: If you qualify for accommodations because of a disability, please submit your accommodation letter from Disability Services to your faculty member in a timely manner so that your needs can be addressed. Disability Services determines accommodations based on documented disabilities in the academic environment. Information on requesting accommodations is located on the [Disability Services website](#). Contact Disability Services at 303-492-8671 or dsinfo@colorado.edu for further assistance. If you have a temporary medical condition, see [Temporary Medical Conditions](#).

Religious Holidays: Campus policy regarding religious observances requires that faculty make every effort to deal reasonably and fairly with all students who, because of religious obligations, have conflicts with scheduled exams, assignments or required attendance. See the [campus policy regarding religious observances](#) for full details.

Sexual Misconduct, Discrimination, Harassment and/or Related Retaliation: CU Boulder is committed to fostering an inclusive and welcoming learning, working, and living environment. The university will not tolerate acts of sexual misconduct (harassment, exploitation, and assault), intimate partner violence (dating or domestic violence), stalking, or protected-class discrimination or harassment by or against members of our community. Individuals who believe they have been subject to misconduct or retaliatory actions for reporting a concern should contact the Office of Institutional Equity and Compliance (OIEC) at 303-492-2127 or email cureport@colorado.edu. Information about university policies, [reporting options](#), and the support resources can be found on the [OIEC website](#).

Please know that faculty and graduate instructors have a responsibility to inform OIEC when they are made aware of incidents of sexual misconduct, dating and domestic violence, stalking, discrimination, harassment and/or related retaliation, to ensure that individuals impacted receive information about their rights, support resources, and reporting options. To learn more about reporting and support options for a variety of concerns, visit [Don't Ignore It](#).

Honor Code, Academic Honesty, and Misconduct Policies: All students enrolled in a University of Colorado Boulder course are responsible for knowing and adhering to the Honor Code academic integrity policy. Violations of the Honor Code may include, but are not limited to: plagiarism, cheating, fabrication, lying, bribery, threat, unauthorized access to academic materials, clicker fraud, submitting the same or similar work in more than one course without permission from all course instructors involved, and aiding academic dishonesty. All incidents of academic misconduct will be reported to the Honor Code (honor@colorado.edu; 303-492-5550). Students found responsible for violating the academic integrity policy will be subject to nonacademic sanctions from the Honor Code as well as academic sanctions from the faculty member. Additional information regarding the Honor Code academic integrity policy can be found on the [Honor Code website](#).

And finally, some resources for you...

Resources for academic support: Make sure to avail yourself of university resources that can support your success in this and other courses. While the first stop is to come to office hours with one of us, know that there are other services available to assist you including: [The Writing Center](#), the [Student Academic Success Center](#), [tutoring](#), the [libraries](#), [Office of Information Technology](#), [Academic Advising](#).

Resources for personal well-being: Beyond our collective work in the classroom, I care about your well-being and encourage you to take advantage of CU's support services. [Counseling & Psychiatric Services](#) - therapy, workshops; [Office of Victim's Assistance](#) - advocacy, support, and counseling for survivors of trauma; [The Office of Diversity, Equity, and Community Engagement](#); [Gender & Sexuality Center](#) - support for LGBTQIA+ students; [Women's Resource Center](#) - resources, advocacy, and community for women-identified students; [Ombuds](#) - confidential resource for interpersonal and university-related concerns. Please also help to protect our community from [sexual assault](#) - a major threat to our collective well-being on this campus and others across the country.

Civic well-being: Go Vote. Really. Vote. (If you can). Check your registration status or register to vote at www.GoVoteColorado.com. Deadline to register and receive a ballot in the mail is Oct 31 but you can register and vote in person up to 7pm on Election Day/Nov 8 at a polling place. Usually there's at least one on campus. Registration & election info for other states at: <https://www.usa.gov/register-to-vote>.

Also, I am a **CU UndocuAlly**: I support undocumented students, staff and their families. Please let me know if I can provide any assistance and check the [DACA/ASSET Resource page](#) and the [CU Immigration Law Clinic](#) if you have questions about the new administration and pending immigration cases.