

**ESF 296    CSTEP Scholars Program    Fall 2015**  
**Research/Internship Syllabus - 1 Credit**

Instructor:

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Office Hours by Appointment

**Course Description**

Participation in this track of ESF 296 includes the establishment of a proposal to do research or an internship, the execution of this research or internship (approximately 30 hours) and the presentation of the research or internship to our group. In addition, students in this track will meet approximately once per month. These meetings are required.

**Learning Outcomes**

- Students will write a research or internship proposal that will outline the expectations and opportunities to be acquired.
- Students pursuing the individual research option will identify and discuss the at least three research skills used in the end of semester presentation.
- Students choosing the internship option will discuss the use of classroom knowledge in a workplace setting through the end of semester presentation.

## Expectations and Percent of Final Grade

- **Meeting with CSTEP staff to discuss options, establish a plan to find mentors and partners and start proposal. A second meeting later to check progress and discuss proposal - 5%**  
Schedule first meeting before September 18<sup>th</sup>.
- **Mentor/partner meeting to discuss research or internship plan. Student and mentor/partner signatures are required on the ESF 296 Plan Sheet indicating acceptance of this plan. - 5%**
- **Writing of a detailed proposal for your research or internship including what work will be done, timeframe for completion and any resources that are needed. This proposal must be approved by the mentor/partner and checked by CSTEP staff at the second meeting. - 10%**
- **Regular class meeting times with others in cohort to strategize, check progress and assist each other (see calendar). This will include in class journaling - 15%**
- **Execution of supervised research or internship work (approximately 30 hours of work). This work will be evaluated by the mentor/partner based on the amount of work accomplished and adherence to plan with the Plan Sheet signed indicating completion. - 50%**
- **Oral presentation of work (to date) to cohort. This will be peer evaluated and graded by CSTEP staff based on organization, content and delivery. - 15%**

## Grading Rubric

Points are given as follows:

50%	=	50 points
20%	=	20 points
15%	=	15 points
10%	=	10 points
5%	=	5 points

Letter Grade Equivalent:

Points	Letter Grade
95-100	= A
90- 94	= A-
85- 89	= B+
80- 84	= B
75- 80	= B-
70- 74	= C+
65- 69	= C
60- 64	= C-
55- 59	= D
1- 54	= F

**Students with Learning and Physical Disabilities:**

SUNY-ESF works with the Office of Disability Services (ODS) at Syracuse University, who is responsible for coordinating disability-related accommodations. Students can contact ODS at 804 University Avenue- Room 309, (315)443-4498 to schedule an appointment and discuss their needs and the process for requesting accommodations. Students may also contact the ESF Office of Student Affairs, 110 Bray Hall, (315)470-6660 for assistance with the process. To learn more about ODS, visit <http://disabilityservices.syr.edu>. Authorized accommodation forms must be in the instructor's possession one week prior to any anticipated accommodation. Since accommodations may require early planning and generally are not provided retroactively, please contact ODS as soon as possible.

**Academic Dishonesty:**

Academic dishonesty is a serious breach of trust between a student, one's fellow students, and the instructor(s). By registering for courses at ESF you have acknowledged your awareness of the ESF Code of Student Conduct <http://www.esf.edu/students/handbook/judicialhandbk.pdf>, in particular academic dishonesty includes but is not limited to plagiarism and cheating, and other forms of academic misconduct. The Academic Integrity Handbook contains further information and guidance <http://www.esf.edu/students/integrity/>. Infractions of the academic integrity code may lead to academic penalties as per the ESF Grading Policy <http://www.esf.edu/provost/policies/documents/GradingPolicy.11.12.2013.pdf>.