### 1. Course Information:

1.1 Course Prefix and Number: **ENS 420**  
Course Title: **Internship in Environmental Science**

1.2 ☑ This is a New Course.  

OR

☐ This is a **Major** Course Revision  

OR

☐ This is a **Minor** Course Revision

If this is a Course Revision, please see *Course Proposal Form – Instructions and Guidance* to determine if your revision is major or minor. Indicate below the reason(s) for the revision.

(Please check all that apply)

<table>
<thead>
<tr>
<th>☐ Course Number/Division</th>
<th>☐ Learning Outcomes</th>
<th>☐ Institutional Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Title</td>
<td>☐ Concepts, Content</td>
<td>☐ Semester Offered</td>
</tr>
<tr>
<td>☐ Credit hours</td>
<td>☐ Catalog Description</td>
<td>☐ Course Inactivation</td>
</tr>
<tr>
<td>☑ Pre- or Co-requisite(s)</td>
<td>☐ Instructional Methods</td>
<td>☐ Course Reactivation</td>
</tr>
<tr>
<td>☐ Format</td>
<td>☐ General Education</td>
<td></td>
</tr>
</tbody>
</table>

1.3 General Education knowledge and skills area (if applicable): If none, check here ☑

<table>
<thead>
<tr>
<th>☐ American History</th>
<th>☐ Humanities</th>
<th>☐ Other World Civilizations</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ The Arts</td>
<td>☐ Mathematics</td>
<td>☐ Social Sciences</td>
</tr>
<tr>
<td>☐ Basic Communication</td>
<td>☐ Natural Sciences</td>
<td>☐ Western Civilization</td>
</tr>
</tbody>
</table>
2. Proposer Need Statement:

2.1 Describe why this course (or course revision) is needed to meet current or proposed goals and outcomes of the program or College, and, if a revision, provide an explanation of and justification for the revision.

*Within the major of Environmental Science, there is a need for students to obtain experience in the workplace, differentiated from research, outside of the classroom. This course will meet the goal of having students obtain professional experience, and have the experience count as credit toward their degree.*

2.2 List the pre-requisite or co-requisite courses (taught within the home department or taught by another department) and explain their relationship to the proposed course.

*No prerequisite courses are required for this course.*

2.3 Explain the impact of this course in meeting the goals and outcomes of other Departments/programs (if any).

*N/A*

2.4 If the proposed course is designed to fulfill SUNY General Education Requirements, the Associate Provost for Instruction must review this proposal to ensure that General Education Requirements will be met for the specified knowledge area (See Instructions and Guidance). Please provide an explanation of how this course fulfills SUNY General Education Requirements.

*N/A*

2.5 What are the staffing requirements (instructor, TA, Lab tech, etc.) for this course? If a new course, are there new staffing needs or are there adequate staff members already in place? If a revised course, are there additional staffing needs?

*The staffing requirements can be met by existing staff members. Advisors will guide the students through finding, selecting, and planning their internship and writing their report.*

2.6 What Department (or extra-Department) resources are or will be made available to support the course or course revision?

*None will be needed as most of the student’s work will be off-campus: The Handshake portal can be used to track internships and make live postings accessible to students. During the internship, the student will work as agreed upon with their advisor and site-supervisor.*

2.7 Anticipated Enrollment (enter where applicable)

- Fall Semester: 6
- Spring Semester: 2
- Summer Semester: 10

2.8 Anticipated frequency of class meetings.

*As necessary with their advisor to ensure that the work they will be doing off-campus meets their educational goals, and at the end of their internship, to guide the student in writing their report.*
3. DETAILED COURSE DESCRIPTION

3.1 COURSE IDENTIFICATION AND FORMAT:

3.1.1 Course Prefix and Number: **ENS 420**
3.1.2 Course Name: **Internship in Environmental Science**
3.1.3 Credit Hours: 1-5; 3 required for major
3.1.4 Semester (check all that apply): Fall ☒ Spring ☒ Summer ☒
3.1.5 Format (check as appropriate): Lecture ☐ Online ☐ Lab ☐ Field ☐
Other ☒ (explain) Off-site internship
3.1.6 Contact hours per week: TBD
   
   Contact hours per week may vary depending on the nature of internship and semester internship is taken; however, a total of 40 hours per semester is required for per credit hour.
3.1.7 Prerequisite(s) – if none, please enter “None” (Be specific, as Upper Division courses and Graduate courses will likely have some pre-requisite knowledge)
   Permission from instructor.

3.2 SCOPE:

3.2.1 Level of Instruction (check one, or two if a shared resource course):
   Lower Division ☐ Upper Division ☒
   Beginning Graduate ☐ Advanced Graduate ☐

3.2.2 Relation to curriculum or to other ESF or Syracuse University courses:
   a. Is this a required course? No ☐ Yes ☒.
      If Yes, please list the program(s) for which it is a requirement:
   b. Is this an elective course? No ☐ Yes ☒.
   c. Is enrollment in this course restricted? No ☐ Yes ☒.
      If Yes, please explain: Needs permission from instructor
   d. Are other ESF or SU courses similar or identical to this course? No ☐ Yes ☒.
      If Yes, please identify the courses: **EFB 420, BTC 420, EHS 420, EST 499, FOR 499, LSA 499**
   e. Is this course a shared resource offering (i.e. is there a graduate or undergraduate concurrent offering)? No ☒ Yes ☐.
      If Yes, what is the course number of the concurrent offering?

3.3 STUDENT LEARNING OUTCOMES:

Identify the student learning outcomes associated with this course.

*The student learning outcomes will vary with the subject, nature and scope of the internship. However, all students, after completing their internship, should be able to:*

*Write a report on their work and learning experiences during their internship;*

*Demonstrate an acquisition of skills required by their internship;*
**Demonstrate a level of professionalism that would enable them to be hired into a position similar to that of their internship;**

**Identify which skills from their academic program helped to prepare them for their internship;**

**Determine connection between the internship and their personal and professional goals.**

### 3.4 MAJOR CONCEPTS, PROCESSES or TOOLS:

Identify the course content and themes (e.g. Table of Contents) consistent with the learning domains and outcomes.

*Each internship, by its nature, will have a unique set of contents or learning outcomes. In all cases, the major outcome should be that the student experienced and worked at developing the skills required for a full-time position in or related to the area of the internship.*

### 3.5 INSTRUCTIONAL METHODS:

Identify the methods used to meet the course outcomes, as well as the principal instructional methods.

*The goal of this course is to give students experience in the workplace within the field of environmental science, and to apply the credit toward their senior synthesis. The internship must be with an official entity (university, company, government agency or NGO). The student will work both with their faculty advisor and their on-site supervisor to outline the responsibilities of the student and the sponsoring organization for the duration of the internship prior to the start. The on-site supervisor will supply an evaluation of the student’s activities and performance review.*

*At the end of the internship, the student will supply the faculty advisor with a weekly log of activities, and will work with the advisor to write a report detailing their experience and attainment of learning outcomes.*

### 3.6 CATALOG DESCRIPTION

Provide the course description using the precise format to be included in the ESF catalog (i.e. course number and title; format; brief description; semester(s) offered; and pre-/co-requisites). Please do not exceed 1000 characters.

**ENS 420 Internship in Environmental Science (1-5)**

*Full or part time position as an employee or volunteer in a professional setting with an environmental science focus. Internship will be structured in collaboration between ESF faculty advisor and on-site supervisor. Requires initial plan outlining learning goals and objectives, weekly record of activities, supervisor’s assessment and final report by student to be graded by faculty advisor. Fall, Spring, Summer.*

### 3.7 COURSE HISTORY:

Provide the dates of prior approval of this course, or its revision history.

*N/A*
4. Institutional Impacts:

This section pertains to forecasting institutional resource needs to support the course or course revision. Provide clear statements regarding the needs and current availability (or absence) of resources. Assess budget impacts, including imposing course fees. Note that, if this is a course revision, only the impacts of the revision should be included.

<table>
<thead>
<tr>
<th>Staffing needs:</th>
<th>Pre-existing faculty advisors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classroom resources</td>
<td>N/A</td>
</tr>
<tr>
<td>(e.g. physical facilities in a laboratory, lecture hall, flexible space, academic computing):</td>
<td></td>
</tr>
<tr>
<td>Technology Resources:</td>
<td>N/A</td>
</tr>
<tr>
<td>Computing Resources</td>
<td>N/A</td>
</tr>
<tr>
<td>(software licensing, hardware, access):</td>
<td></td>
</tr>
<tr>
<td>Library Resources</td>
<td>N/A</td>
</tr>
<tr>
<td>(subscriptions, services):</td>
<td></td>
</tr>
<tr>
<td>Transportation Requirements</td>
<td>N/A</td>
</tr>
<tr>
<td>(budget, fees, fleet vehicles):</td>
<td></td>
</tr>
<tr>
<td>Forest Properties or Field Practicum Facilities:</td>
<td>N/A</td>
</tr>
</tbody>
</table>
5. Health and Safety Considerations:

Will any of the conditions or situations outlined below be present in association with the course? If this is a course revision, please only identify the health and safety considerations that result from the effects of the revision.

Yes / No

5.1. Will substances with any of the following properties be used during instruction: flammability, toxicity, corrosivity, reactivity, registered pesticide, legally controlled, or other characteristics with the potential to cause harm or injury?

☐ / ☒

5.2. Will any physical hazards be present during instruction? (e.g., machines that need safety guards; razor blades or syringes; compressed gases, etc.).

☐ / ☒

5.3. Will any biological hazards be present during instruction? (e.g., handling animals (rabies or hantavirus); cultures or stocks of infectious agents (fungal spores, viruses, bacteria, etc.).

☐ / ☒

5.4. Will any radiation hazards be present during instruction? (e.g., radioisotopes, X-rays, ultraviolet rays, lasers, etc.).

☐ / ☒

5.5. Will any electrical equipment that, due to its design, location, or method of use, pose any threat to safety during instruction? (Give considerable thought to electrical use outdoors, or any potentially wet location.).

☐ / ☒

5.6. Will there be any personal safety issues related to the class? (e.g., due to time of day or location, at the end of any organized class exercise, will students be in danger of physical assault, etc.).

☐ / ☒

5.7. Will any students be driving official state or research sponsored land or water vehicles during any class or instructional exercise?

☐ / ☒

5.8. Will any type of personal protective equipment be necessary during class exercises? (e.g., hard-hats, eye/face protection, hearing protection, hand/foot protection, lab coat, visibility clothing, etc.)

☐ / ☒

If the answer was “Yes” to any of the HEALTH AND SAFETY questions, please explain:

For lab and field courses to which all answers are “no”, you should explain that here, also. Normally, we would expect some safety precautions for such courses.

All boxes are checked no, but with the exception of 5.7, this will depend on the location and nature of the internship. If any of these conditions exist, it will be the responsibility of the faculty advisor to work with the student and the student’s supervisor to ensure that all proper safety precautions are being met.
6. Coordination and Consultation

Signatures below, or attached letters, indicate that the affected departments, programs or units have been notified of this proposal and have had an opportunity to assess the impact of the proposal on their respective units.

Affected Academic Department(s) or Program(s):

<table>
<thead>
<tr>
<th>Department/Program</th>
<th>Name of Chair/Program Director</th>
<th>Chair Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

[if more than three Departments/Programs, please continue on a separate page]

Other Units:

<table>
<thead>
<tr>
<th>Unit</th>
<th>Date</th>
<th>Or letter attached</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Provost for Instruction &amp; Dean of the Graduate School (for Gen Ed courses only)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registrar</td>
<td></td>
<td></td>
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<tr>
<td>Library Director</td>
<td></td>
<td></td>
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<tr>
<td>Computing and Network Services</td>
<td></td>
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<tr>
<td>Physical Plant</td>
<td></td>
<td></td>
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<tr>
<td>Forest Properties</td>
<td></td>
<td></td>
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<tr>
<td>Environmental Health and Safety</td>
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</tbody>
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[if more than three Other Units, please continue on a separate page]
7. Proposer Information and Department Chair Affirmation:

Contact Person:
Name: Monica Blaisdell_________________________ Department: Division of Environmental Science
Email: mblaisde@esf.edu___________________ Phone: x4822________________________

This proposal has been reviewed and approved by the sponsoring Department. Affected departments have been notified and given the opportunity to provide feedback. Department resources are or will be made available to support the course, or a plan is in place to meet the resource needs as identified in the Institutional Impacts section of this proposal (see Section 4, above).

Name: ___________________________________________ Date: ______
Department Chair (or designated curriculum representative)
Signature:_________________________________________ Or letter attached □
Department Chair (or designated curriculum representative)

8. Approvals:

_________________________________________ Date
Curriculum Committee

_________________________________________ Date
Faculty Governance

_________________________________________ Date
Provost