
BL 498 INTERNSHIP IN BIOLOGY

Departmental Syllabus

Course Description: Provides faculty-directed practical experience in a working environment outside of Regis University. Requires 30-minute presentation to department at conclusion of semester.

Prerequisites: BL 260 and BL 262, junior standing or higher, Department Chair Approval, Approval of the Director of Experiential Education.

Course Outcomes: By the end of the internship students should be able to...

- apply concepts and information learned in Regis College Biology courses to the internship setting,
- recognize and reflect upon issues of power, privilege, and human diversity in the internship setting,
- articulate how the internship relates to the student's personal and educational goals and objectives,
- articulate how the internship experience relates to the student's personal values and ethics, and
- compose a clear, concise, and accurate primary biological research paper and presentation.

Graded Assignments:

Supervisor Evaluation. The on-site internship supervisor will provide two evaluations of the intern during the semester. The instructor will use the supervisor's evaluations, observations from any *instructor site visit*, and any additional comments or clarification supplied by the student to assign a grade for this portion of the course.

Internship Hours Completion. Students work an agreed upon number of hours at the internship site, usually 120. The grade will be the points proportional to the percent of of agreed upon hours completed.

Instructor Meetings. Students will meet with the instructor at least every other week for 0.50 hour (or if out of town correspond with the instructor via phone or e-mail) to discuss the internship. The grade is based on attendance, participation, and any other instructor-required meeting preparation (e.g., bringing journal).

Journal. A journal (see instructor for expected medium/format) updated by the student **after each day's work** at the internship site. Each entry should indicate the date, number of hours worked, a short summary of the day's work activities and any interesting observations, including description of any new procedures, equipment, or persons to which/whom the student was introduced.

- **A first entry before the first day at the internship site** should be a page or two explaining the student's expectations concerning the work experience. Include what you expect you will be doing, with whom you expect to interact, and generally what you expect to gain from the experience.

- **At or just before the mid-semester break** students should write 2 or more pages on the workplace organization and diversity. List positions of people with whom are you interacting. For each note what their jobs generally entail and what training or formal education each person needed for their current position. Describe how decisions are made and how work is directed. (How much autonomy does each person have?) Describe the diversity of the workplace in terms of regional identity, religion, political affiliation, ethnicity, or anything else you can ascertain *without specifically asking*. (What kinds of diversity are obvious? If you are unaware of any diversity, is this because of a lack of diversity or because people do not reveal this?) Compare the diversity of the workplace to campus diversity.

- **The final entry in the journal should be 3 or more** written pages, after the student re-reads the previous journal entries, paying particularly close attention to the first "expectations" entry. Discuss (1) how your final view compares to your initial expectations, (2) how your coursework in biology contributed to the experience, and (3) how it affected your personal beliefs, future goals, and view of this profession.

Research Paper. The paper must be completed as a **complete draft by the semester's withdrawal deadline** and as a **revised final paper by the last day of finals week**. The paper will explore an issue relevant to the work being conducted and will be written in support of a clearly stated thesis with 8+ academic sources (including primary research articles and academic review articles or books). The

student and instructor need to agree upon an initial research question (which will lead to a thesis after research) by the time of the mid-semester break. (See attached, detailed paper assignment).

Presentation. The presentation must be completed during the second half of the internship semester open to the department and Regis College and the student must advertise it within the Science Building Departments. The instructor and student will negotiate the specific nature of the content to be covered. Minimally, it must include (1) description of the activities conducted during the internship, (2) description and analysis of how the internship relates to the student's Biology course work, (3) description and analysis of how the internship relates to the student's personal and educational goals and objectives referring to how the internship experience relates to the student's values and ethics.

Point Distribution.

Supervisor Evaluation	200
Hours Completion	120
Instructor Meeting (Attendance & Participation)	80
Journal Evaluation	150
Student Presentation	150
Research Paper (Including Draft).....	300
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Total	1000

Grading Scale

A = 100%–92.6%	B- = 82.5%–79.6%	D+ = 69.5%–65.6%
A- = 92.5%–89.6%	C+ = 79.5%–75.6%	D = 65.5%–62.6%
B+ = 89.5–85.6	C = 75.5%–72.6%	D- = 62.5%–59.6%
B = 85.5%–82.6%	C- = 72.5%–69.6%	F = <59.6%

Disability Statement: If you have a documented disability requiring academic adjustments for this class, please contact Disability Services (303-458-4941, disability@regis.edu). Disability Services will review your documentation with you and help determine appropriate, reasonable accommodations. Following the meeting with Disability Services personnel, please make an appointment with your instructor to discuss your accommodation request in light of the course requirements. You may self-disclose and request an academic adjustment any time during the semester. However, *you are strongly recommend to do so as soon as possible* because accommodations are not provided retroactively and adequate lead-time is required.

Inappropriate Academic Conduct: We expect that students will not engage in inappropriate academic conduct. In the unlikely event that inappropriate academic conduct occurs, then the consequences will be as follow.

- Plagiarism that the instructor thinks was unintentional and due to lack of full understanding of the nature of plagiarism will minimally result in a 0% score on the assignment AND the formal report of the infraction to the Regis College Dean's Office.
- Any second offense of inappropriate academic conduct in the class of any type, falsification of hours worked, vandalism of internship site facilities or equipment, or plagiarism that the instructor thinks was intentional will result in immediate *failure of the course* (grade = F) AND the formal report of the infraction to the Regis College Dean's Office.
- Whenever the instructor deems the nature, extent, or circumstances of any incident of inappropriate academic conduct serious enough to merit more severe punishment the student will *be given a grade of F in the course* AND the infraction will be reported to the Regis College Dean's Office.

THIS SYLLABUS AND ANY SYLLABUS ADDENDUM PROVIDED BY THE INSTRUCTOR TOGETHER ARE THE GOVERNING DOCUMENTS FOR THIS COURSE.

Journal: A journal will be maintained by the student in a **loose-leaf notebook**, with dividers or tabs indicating major sections.

The first page will be the Table of Contents followed by a running log of hours worked.

The next pages will be the expectations for the work experience.

Subsequent pages will include at least the following items:

a. The HIPAA confidential consent forms all patients sign – and no patient identifiers will be used in the journal entries.

b. A short description of the **weekly activities** (including a description of new procedures and machines used by the physical therapy staff) which the student has observed or participated during the course of each visit. (See page 1 of syllabus to include names of new workers in the clinic, and later to discuss information on the training/ background of the different workers in the office).

c. Examples of **literature** given to patients during their visits (to be inserted in pockets inside the journal) and any notes on the literature. For example, *this pamphlet is also found in Spanish in the office*.

d. Information on the **business** side of the practice will also be included in the journal. Is this clinic part of a chain, self-owned, or what? These notes could include information on the list of codes for different procedures or treatments, general information about medical insurance, including types the office accepts (if any), what procedures/ percentages different insurance companies will pay, along with other important business information provided by the staff. Are

e. **Treatment** of the patients will also be outlined in the notebook. How do treatments vary among patients? Are these variations due to age, insurance coverage? What factors affect the treatment of patients, the length of treatment plans? Are most patients there because of acute injury, chronic problems, or what types of conditions.

f. New **technologies and trends** in the physical therapy industry will be noted. What are the costs of some of these newer procedures or treatments? What has changed in physical therapy in the last 10 years (or since the therapist was trained?).

g. What are the **professional physical therapy societies** and what do they do?

h. The journal will also include information on different physical therapy **graduate programs** and their prerequisite coursework and clinical requirements, with emphasis on local programs and those to which the student intends to apply. In addition, information on specialties after DPT degree and that training required will be included. (this information maybe obtained from research, or from discussions).

Presentation:

Because this internship is during the summer, the student will prepare a PowerPoint presentation for about 20 min. covering goals for the internship, activities done, brief synopsis of academic term paper, and reflections on the experience. The PowerPoint slides will be delivered to the instructor by the end of the internship period, for grading; a presentation in the science building will be given early in the fall semester at time to be chosen; ideally with other internship students.

BL 498 Internship in Biology - Research Paper Assignment

Research Paper (6-12 pages)

General Explanation:

Compose a **6-12 page (excluding the literature cited page) paper** taking a position on a biological or biology-related issue relating to the institution or activities associated with your internship. This is a research paper that will *require factual research and a clear explanation of the relevant biology and/or other relevant background in support of a thesis*. The specific research question you choose will need to be approved by your instructor by the mid-semester break.

Your paper should include:

- An introduction that includes the paper's clearly stated *thesis*. This thesis should take a clear position and should answer the initially posed research question.
- An explanation of, description of, or elaboration upon the biology relevant to the thesis.
- Meaningful citation of at least eight (8+) academic works (NOT "popular" works).
- A clear organization that supports the thesis in a logical, coherent, and developmental way.
- A conclusion addressing the thesis.
- A literature cited/references section listing the 8+ academic sources (typically primary research articles, academic books, and literature review articles) that were cited in the text in an approved format (e.g., APA, CSE, "Biological").

All sources in the literature cited must be cited in the text. If a source cannot be cited in the text, clearly it was not used directly in the paper and should be excluded.

More specific requirements are:

- A research question for the paper must be turned in or discussed with the instructor before the mid-semester break.
- A complete draft of the paper must be turned in to the instructor before the withdrawal deadline.
- Papers must be typed or word processed and stapled.
- Papers must have margins between 3/4 and 1 inch.
- Papers must be double spaced.
- Must have a font size of from 11-12 point and be in a reasonable font face (e.g., Times, Times New Roman, Palatino).
- Must be **within the page limits EXCLUDING** the references section (6-12 pages). The minimum length is the length in **FULL** pages.
- Literature must be cited in text and then listed as a full citation in the References/Literature Cited section in APA, MLA, "Biological," or another instructor-approved format.
- You will need to refer to and appropriately cite as references a minimum number of ACADEMIC SOURCES of information (**eight**). You may use non-academic sources (beyond the minimum eight academic sources for each paper) *if* you wish to emphasize a point of popular conception or popular culture. Note that *Scientific American*, *Smithsonian*, *Natural History*, WebMD, *The New York Times*, *Time*, and *Newsweek* are considered **popular**, not academic, sources for this assignment. Wikipedia is not an academic website.
- You must use words correctly, in a manner consistent with each word's definition. You must also use correct grammar.

Deadlines:

- Research question before the mid-semester break.
- First Complete Draft before the semester's withdrawal deadline.
- Final Revised Draft before the last weekday of finals week.