

## STEM Careers, Internships & Co-ops | Spring 2024 Internship/REU Course Syllabus for Graduates

**NOTE:** This syllabus is **tentative** and subject to change due to COVID-19.

This syllabus may be used for as a guideline for STEM 5890, STEM 6990, CSCI 6993 or MATL 8050 or any other Graduate or Advanced experiential learning transcription course in the College of STEM. **STUDENTS IN THESE CLASSES MUST STAY IN CONTACT WITH THEIR FACULTY ADVISOR** throughout the term to complete course requirements, and to get details of their particular course section. *This syllabus is only intended as a guide, and the requirements therein may be edited by the chair/faculty advisor/instructor of record.*

**Faculty/Instructor:** Varies. Below is a list of contact information for individual majors.

Department	Faculty	Faculty No.	Email	Programs
<b>Chemical &amp; Biological Sciences</b> 330-941-3664	Dr. Timothy Wagner	330-941-3662	<a href="mailto:trwagner@ysu.edu">trwagner@ysu.edu</a>	Chemistry
	Dr. David Asch	330-941-1350	<a href="mailto:dkasch@ysu.edu">dkasch@ysu.edu</a>	Biological Sciences
	Dr. Clovis Linkous	330-941-1958	<a href="mailto:calinkous@ysu.edu">calinkous@ysu.edu</a>	Materials Science <b>(Also, See MATL 8050 Syllabus)</b>
<b>Rayen School of Engineering</b> 330-941-3027	Dr. Frank Li	330-941-2253	<a href="mailto:xli@ysu.edu">xli@ysu.edu</a>	Electrical & Computer
	Dr. Holly Martin	330-941-3022	<a href="mailto:hjmartin02@ysu.edu">hjmartin02@ysu.edu</a>	Chemical
	Dr. Anwarul Islam	330-941-2421	<a href="mailto:aaislam@ysu.edu">aaislam@ysu.edu</a>	Civil & Environmental
	Dr. Hazel Marie	330-941-3015	<a href="mailto:hmarie@ysu.edu">hmarie@ysu.edu</a>	Mechanical
	Dr. Cory Brozina	330-941-3028	<a href="mailto:scbrozina@ysu.edu">scbrozina@ysu.edu</a>	Industrial & Systems
<b>School of Computer Science, and Information and Engineering Technology</b> 330-941-2452 (Meshel)	Dr. Alina Lazar	330-941-3468	<a href="mailto:alazar@ysu.edu">alazar@ysu.edu</a>	Computing and Information Systems
<b>Mathematics &amp; Statistics</b> 330-941-3045	Dr. Tom Wakefield	330-941-3302	<a href="mailto:tpwakefield@ysu.edu">tpwakefield@ysu.edu</a>	Mathematics
<b>Physics, Astronomy, Geology and Environmental Sciences</b> 330-941-3616 (WB) 330-941-3612 (Moser)	Dr. Gregg Sturuss	330-941-7113	<a href="mailto:wgsturuss@ysu.edu">wgsturuss@ysu.edu</a>	Environmental Science

Some students may have a faculty advisor not listed above. STEM Careers, Internships & Co-ops will work with your faculty advisor to coordinate your experience.

**Credits:**

**Internships/REUs** are credit based: 1 – 4 Credit hours. At the discretion of the faculty advisor each student will be required to complete 100 work hours per credit based on the department’s requirement.

**Time/Place:** NA. This is an independent study course.

**Texts and Materials:** No text, just assignments which can found at [stem.yosu.edu/internship-co-op-reu](http://stem.yosu.edu/internship-co-op-reu)

## Assignments and Grading Scale:

Journal Entries	30 points	A	270-300
Learning Objectives	30 points	B	240-270
Employer Performance Evaluation	20 points	C	210-240
Student Evaluation	20 points	D	180-210
Final Paper	100 points	F	0-180
Presentation	100 points		
Total:	300 points		

## Forms and Timeline:

All forms and guidelines are [available here](#), with the exception of your contract, which will be emailed to you.

Task	Deadline	Details
<b>Initial appointment forms:</b> Application, Agreement, and Training agreement	Before the start of the internship/co-op/REU	Available on STEM Internship/Co-op website. Email to STEM.jobs@ysu.edu.
<b>Contract</b>	Within two (2) weeks of receiving unsigned contract	Emailed to you from STEM.jobs@ysu.edu.
<b>Learning Objectives:</b> 30 pts.	Within two (2) weeks of internship/co-op/REU start	Available on STEM Internship/Co-op website. Email to faculty advisor and CC STEM.jobs@ysu.edu
<b>Journal Entries:</b> 30 pts.	Weekly, by midnight Saturdays	Email to faculty advisor and CC STEM.jobs@ysu.edu
<b>Faculty Site Visit:</b> (Face-to-face or virtual)	Approximately mid-semester	At the beginning of the semester, reach out to your faculty advisor to discuss the faculty site visit.  An evaluation form is available online.
<b>Presentation:</b> 100 pts.	Due on or before Friday, May 3, 2024	<b>Check Assignment Guidelines for directions.</b>  <b>For virtual presentations, the following formats will be accepted: PowerPoint with voiceover or video.</b>  Email to faculty advisor and CC STEM.jobs@ysu.edu
<b>Paper:</b> 100 pts.	Due on or before Friday, May 3, 2024	<b>Check Assignment Guidelines for directions.</b> Email to faculty advisor and CC STEM.jobs@ysu.edu
<b>Employer Performance Evaluation:</b> 20 pts.	Due on or before Friday, May 3, 2024	Available on STEM Internship/Co-op website. Have supervisor complete. Email to your faculty advisor and STEM.jobs@ysu.edu
<b>Student Evaluation:</b> 20 pts.	Due on or before Friday, May 3, 2024	Available on STEM Internship/Co-op website. Email to STEM.jobs@ysu.edu Email to faculty advisor if they want a copy.
<b>Work Activity Log</b>	Due on or before Friday, May 3, 2024	Available on STEM Internship/Co-op website. Email to STEM.jobs@ysu.edu Email to faculty advisor if they want a copy.

**Presentation Sessions:**

Requirements as to the content of your presentation can be found on the [Assignment Guidelines](#).

***Unless otherwise specified by your faculty advisor, the standard format for the presentation will be Microsoft PowerPoint with voiceover or video.***

**Academic Integrity/Honesty:** <https://ysu.edu/student-conduct/student-code-conduct>

As outlined in [The Student Code of Conduct](#), all forms of academic dishonesty are prohibited at Youngstown State. This includes plagiarism, the unauthorized use of tools or notes in taking tests or completing assignments, fabrication of data or information used for an assignment, working with others without permission from the instructor, and more. A student who is believed to have violated the academic integrity policy will meet with the instructor to discuss the allegations. The student may accept responsibility for the violation and any sanctions selected by the instructor, or they have the right to ask for a hearing before a hearing panel. The full Academic Integrity Policy can be found in Article III of [The Student Code of Conduct](#), while further information on University procedures for alleged academic integrity violations can be found in Article V.

**Student Accessibility:** <https://ysu.edu/academic-success-center/accessibility-services>

In accordance with University procedures, if you have a documented disability and require accommodations to obtain equal access in this course; please contact me privately to discuss your specific needs. To coordinate reasonable accommodations, you must be registered with the [Accessibility Services](#), located in Kilcawley Center Room 2082. You can reach [Accessibility Services](#) at 330-941-1372