

INTERNSHIP EPE 790/INDEPENDENT STUDY EPE 785: LEARNING CONTRACT INSTRUCTIONS

Student Name:

On Site Supervisor or Faculty Advisor:

of Credit Hours & # of Contact Hours (Internship): 3 credit hours/Approximately 160 contact hours

Learning Outcome(s):

(EXAMPLE)

<p>Professional Behavior: The student will participate within the value and ethics of the leadership profession by participating in leadership meetings at the college (WKCTC) and system level (KCTCS).</p>	<p>MET – student actively participated in leadership meetings throughout the college and at different levels within the college. The student will participate in KCTCS New Horizons Conference, presenting at the conference regarding co-chair of Central Advising Council.</p>
<p>Cultural Competency and Social Diversity: The student will learn about the diverse populations served by the college, and understand how the institution can best serve the needs of its constituents regarding retention.</p>	<p>MET – the student has researched and participated in collegial conversations regarding student diversity and retention issues at the college. The student has worked with college constituents through volunteer efforts with KCTCS Super Sunday event working with diverse populations.</p>
<p>Knowledge and Skills of Education Theories: The student will understand different educational theories and empirical knowledge associated with retention.</p>	<p>MET – the student has researched and participated in collegial conversations in meetings regarding educational theories and empirical research associated with retention. The student has provided information and presented on empirical studies and educational theories associated with retention at community colleges in Central Advising Council meetings throughout the semester.</p>
<p>Professional Growth: The student will co-chair a college-level committee on advising, and acquire knowledge on steps needed to move forward professionally within the college and system.</p>	<p>MET – the student has co-chaired the Central Advising Council at the college this semester, and has discussed with mentor and colleagues steps to move forward professionally. The student has applied for a leadership position at the college this semester.</p>

Product(s) and Timeline:

Evidence of Accomplishment of Learning Objective/Outcome	Time Frame/Completion Date
The student will produce a report addressing the learning outcomes and synthesize knowledge gained from the semester activities.	Spring 2014/May 5, 2014 ACCOMPLISHED – the student has submitted a paper reflecting on themes and knowledge gained on leadership from attendance at multiple leadership meetings at the college throughout the semester.

Complete Final Report to Faculty of Record:

Regardless of the agreed upon product for your internship or independent study, a brief memo should be submitted no later than two weeks prior to the end of the semester (a progress memo if the project is not finished) to the Faculty of Record with an electronic copy to the department Administrative Assistant. A summary report should be prepared by the student and included with your program of study. This report should include:

- A copy of the learning contract
- A brief reflection on the learning outcomes
- An evaluation of the internship site and activity for the benefit of future students who may be interested in pursuing such an experience
- Contact information (email and phone) of the Supervisor or Faculty Advisor