

STEM Careers, Internships & Co-ops | Summer 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
Chemical & Biological Sciences 330-941-3664	Dr. Timothy Wagner	330-941-3662	trwagner@ysu.edu	Chemistry
	Dr. David Asch	330-941-1350	dkasch@ysu.edu	Biological Sciences
	Dr. Clovis Linkous	330-941-1958	calinkous@ysu.edu	Materials Science (Also, See MATL 8050 Syllabus)
Rayen School of Engineering 330-941-3027	Dr. Frank Li	330-941-2253	xli@ysu.edu	Electrical & Computer
	Dr. Holly Martin	330-941-3022	hjmartin02@ysu.edu	Chemical
	Dr. Anwarul Islam	330-941-2421	aaislam@ysu.edu	Civil & Environmental
	Dr. Virgil Solomon	330-941-1730	vcsolomon@ysu.edu	Mechanical
	Dr. Cory Brozina	330-941-3028	scbrozina@ysu.edu	Industrial & Systems
School of Computer Science, and Information and Engineering Technology 330-941-2452 (Meshel)	Dr. George (Feng) Yu	330-941-1775	fyu@ysu.edu	Computing and Information Systems
Mathematics & Statistics 330-941-3045	Dr. Tom Wakefield	330-941-3302	tpwakefield@ysu.edu	Mathematics
Physics, Astronomy, Geology and Environmental Sciences 330-941-3616 (WB) 330-941-3612 (Moser)	Dr. Gregg Sturuss	330-941-7113	wgsturuss@ysu.edu	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.ysu.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
Initial appointment forms: 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.
Contract	Within two (2) weeks of receiving unsigned contract	Emailed to you from STEM.jobs@ysu.edu.
Learning Objectives: 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
Journal Entries: 30 pts.	Weekly, by midnight Saturdays	Email to faculty advisor and CC STEM.jobs@ysu.edu
Faculty Site Visit: (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.
Presentation: 100 pts.	Due on or before Friday, August 16, 2024	Check Assignment Guidelines for directions. Please check pg. 4 to see if your major will conduct in person presentations. For virtual presentations, the following formats will be accepted: PowerPoint with voiceover or video. Email to faculty advisor and CC STEM.jobs@ysu.edu
Paper: 100 pts.	Due on or before Friday, August 16, 2024	Check Assignment Guidelines for directions. Email to faculty advisor and CC STEM.jobs@ysu.edu
Employer Performance Evaluation: 20 pts.	Due on or before Friday, August 16, 2024	Available on STEM Internship/Co-op website. Have supervisor complete. Email to your faculty advisor and STEM.jobs@ysu.edu
Student Evaluation: 20 pts.	Due on or before Friday, August 16, 2024	Available on STEM Internship/Co-op website. Email to STEM.jobs@ysu.edu Email to faculty advisor if they want a copy.
Work Activity Log	Due on or before Friday, August 16, 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 your major is listed below, the standard format for the presentation will be Microsoft PowerPoint with voiceover or video.

Major	Date
Mathematics	08.06.24

For in-person presentations, doors will open at 2:00 PM with presentations starting by 2:30 PM. Location: Moser 2400

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