

**OHLONE COLLEGE**  
**Ohlone Community College District**  
**OFFICIAL COURSE OUTLINE**

**I. Description of Course:**

1. **Department/Course:** BA - 192
2. **Title:** Service Learning Internship
3. **Cross Reference:**
4. **Units:** 1  
**Lec Hrs:**  
**Lab Hrs:** 4  
**Tot Hrs:** 72.00

7. **Degree/Applicability:**  
Credit, Degree Applicable, Transferable  
- CSU (T)

8. **General Education:**
9. **Field Trips:** Not Required

10. **Requisites:**

5. **Repeatability:** Yes Times:3
6. **Grade Options:** Letter Grade, May  
Petition for Pass/No Pass (GP)

**12. Catalog Description:**

Service-Learning is a teaching and learning method that integrates community service with academic coursework as it focuses on critical, reflective thinking.

**13. Class Schedule Description:**

Students will work on a community based project via an unpaid internship with nonprofit, civic, or public organizations.

**14. Counselor Information:**

This is not a GE course; it may transfer to CSU and UC.

**II. Student Learning Outcomes**

The student will:

1. Demonstrate practical job skills in the field.
2. Create connections with professionals in the field.
3. Apply knowledge and skills learned in college to specific community needs.
4. Develop a sense of civic responsibility and a critical understanding of the importance of community engagement.

**III. Course Outline:**

I. The service learning internship involves work-based learning whereby students, while still enrolled in college, will apply skills gained in the classroom in a community service experience.

A. Student will secure an unpaid internship with public, nonprofit agencies, civic, charitable and governmental organizations.

II. Students will design a program or contribute to a pre-existing program addressing a specific community need.

- A. Students will identify the desired outcome or resolution for the project/ program.
- B. Students will develop analytical assessment to measure the project outcome.
- C. Student will track project progress.
- D. Student will evaluate on their specific contributions to the project.

E. Student will evaluate how their classroom training translated in the community service experience.

F. Student will reflect on their overall experience working in the community.

III. Students will integrate their community service into their professional portfolios.

A. Students update their resume to include their community service.

B. Students evaluate their community service in terms of their networking experience.

#### IV. **Course Assignments:**

##### A. Reading Assignments

1. A. Library and on-line research related to their community based project

2. B. Organizational literature, manuals, operations standards

##### B. Projects, Activities, and other Assignments

1. Each student will maintain and keep a current portfolio containing all documents developed during the course of the the learning service experience.

##### C. Writing Assignments

1. Students will create a self-reflection portfolio, which includes the following: desired outcomes for the project/ program; student designed analytical assessment to measure the project outcome; tracking of project progress; self-evaluation of their specific contributions to the project; self-evaluation of how their classroom training translated in the community service experience; and reflection on their overall experience working in the community.

2. Students will update their professional/ work materials, including resume and cover letter.

#### V. **Methods of Evaluation/Assessment:**

A. Supervisor Evaluation: The on-site supervisor will complete

B. Two written evaluations of the student's progress and performance.

C. Self-Assessment: The student will complete a professional and personal

D. Self-assessment portfolio based on their experiences with the community project. Please see assignments section for specific details.

#### VI. **Methods of Instruction:**

A. Other

1. On-site activities according to the company's specific task.

#### VII. **Textbooks:**

##### Recommended

##### Supplemental

#### VIII. **Supplies:**