PSYCHOLOGY 391
DIRECTED FIELD EXPERIENCE IN PSYCHOLOGY
Fall 2013 1 – 4 units

Instructor: C. Miranda Barone, Ph.D.  Email: cbarone@usc.edu
Office: SGM 529  Telephone: (213) 740-5504  (email preferred)
Hours: by appointment

A Blackboard site is available to students for suggested readings.

**Course Goals:**

This course offers an opportunity for undergraduate psychology students to obtain intern experience in a community setting where the services are informed by psychological principles. In PSYC 391 students learn how to relate their internship experience to psychological principles and theory while receiving academic credit for a field placement. Potential sites include job facilitation programs for homeless adults, a women’s shelter for victims of domestic abuse, an older adult health care center, and educational programs for at-risk children, among others. Students are supervised by an on-site professional at their placement while a USC faculty member serves as a consultant for the internship. The primary goal is to help students acquire skills and knowledge that bridge their traditional classroom experiences and to apply psychology to activities in a community setting.

**Course Description:**

There are four components to the 391 experience, each of which must be completed in order to receive credit.

- **The Placement:** Students will identify a volunteer [non-paid] placement at a community agency or organization that allows them to acquire applied experience in psychology. Students are expected to spend at least 40 hours per semester (average of 3 hours per week) at that site per unit of 391 credit (that is, 40 hours total for 1 unit, 80 hours for 2 units).

- **The Faculty Sponsor:** Students will identify a faculty mentor to sponsor their placement. Students are expected to meet every other week with their faculty sponsor to discuss the theories and research related to their placement experiences. Students will keep a weekly journal of tasks on-site and questions or observations to discuss with their faculty sponsor.

- **Final Paper:** During the last week of classes students will submit a 10-page paper to their faculty sponsor. This paper will involve link the field placement experiences to psychology theory, coursework, and readings assigned by the faculty mentor. (See below for details).

- **Orientation and Review Sessions:** Students are required to attend an Orientation Session during the first three weeks of the semester and a Mid-Semester Review Session. Dates and times for these sessions will be sent via email and posted on BlackBoard.
Finding a Placement
A list of possible placements is provided on the department website: http://dornsife.usc.edu/psyc/internships/ as well as the “internship book” that can be emailed to you. If you do not find placement on this list that fits your goals, or you are interested in working at a site that is not on this list, you may contact the course coordinator, Dr. Miranda Barone (cbarone@usc.edu). Alternative Breaks sponsored by the Volunteer Center may in some circumstances qualify for the field experience. USC faculty members who are conducting research in the community may serve as both the on-site supervisor and the faculty sponsor. (Note that the department undergraduate advisors cannot help you to find a site beyond the information posted on the department website.) According to University rules, PSYC 391 credit is not given for performing work activities that the student would do anyway at a place of employment. See “getting enrolled” for more details.

Assignments

1. **Weekly Journal**
   Students will keep a weekly journal that records their experiences at their placements. This should include tasks, observations, and reflections/questions regarding their placement. These weekly journal entries are expected to provide some structure to meetings with the faculty mentor and perhaps concrete examples of their experiences when relating the field experience to psychological theory in the required final paper.

2. **Final Paper due December 4, 2013**
   In consultation with their faculty mentor, students will develop written plan for a 10-page paper. This paper should analyze psychological issues pertinent to the placement and relate these experiences to psychological research and theory. For example, if the placement involved working with bilingual children, the paper might address themes of language and literacy and how relevant theories and research were put into practice at the site. If the placement involved art therapy for at-risk youth, the final paper could discuss the research relevant to the use of art therapy and draw on examples noted in the weekly diary to illustrate the successes and challenges of this approach. Alternatively, the final paper may explore issues like child or adolescent development, aging, substance abuse, or domestic violence, by integrating the experiences at the field site, rather than focusing on the use of certain kind of intervention or treatment. Overall, the final paper should integrate the weekly field notes, the assigned readings, and theory and research. The final paper should be written in APA style and submitted to the Faculty Supervisor and Dr. Barone.

Grades
The final grade will be assigned by Dr. Barone the instructor for Psyc 391 and will be based on the evaluation by the student’s placement supervisor (50%) and the recommendation of the faculty sponsor based on the quality of the journals, participation in discussions, and final written paper (50%).
Site Requirements

You are expected to maintain a professional and helpful attitude while on site. Individual sites may have specific requirements regarding the number of hours they expect per week and the days and times that you may volunteer. If their expectations are a poor match to your availability, please work this out with them and the course coordinator prior to completing your Psych 391 contract. In addition, some sites may have specific requirements for training that you complete prior to beginning. These hours count towards your total hours on-site. Some sites may request fingerprinting, a background check, or TB testing prior to volunteering. If these requirements are a burden for financial or other reasons, please contact the course coordinator. Please be aware that some sites require an application process, therefore please plan ahead!

Course Credit

You may enroll in 1 to 4 units. The course is repeatable for up to 4 units total. Thus, you may choose to enroll for an entire year for 1 or 2 units per semester, as some field sites may require a year’s commitment. If you enroll for 1 unit of academic credit, the expectation is that you will spend 40 hours onsite at the field placement during the semester (about 3 hours per week) in addition to biweekly meetings with your faculty sponsor and time devoted to your written assignments. If you enroll for 2 units, the expectation is 80 hours onsite during the semester in addition to faculty sponsor meetings and the paper. Students requesting more than 2 units during one semester must obtain pre-approval from the course coordinator (cbarone@usc.edu). Approval for more than 2 units will necessitate a more substantial paper or additional work product. Placements may have their own requirements about participation in training and number of hours required after training. Up to 4 units total across your time at USC can be applied to the Psychology major as an elective.

Statement for students with disabilities: Any student requesting academic accommodations based on a disability is required to register with Disability Services and Programs (DSP) each semester. A letter of verification for approved accommodations can be obtained from DSP. Please be sure that the letter is delivered to the department chair and faculty sponsor. DSP is located in STU 301 and is open 8:30 am – 5:00 pm Monday through Friday. The phone number for DSP is 213 740-0776.

Statement on academic integrity: USC seeks to maintain an optimal learning environment. General principles of academic honesty include the concept of respect for the intellectual property of others, the expectation that individual work will be submitted unless otherwise allowed by an instructor, and the obligations to protect one’s own academic work from misuse by others as well as to avoid using another’s work as one’s own. All students are expected to understand and abide by these principles. Scampus, the Student Guidebook, contains the Student Conduct Code in Section 11.00, while the recommended sanctions are located in Appendix A: http://web-app.usc.edu/scampus/wp-content/uploads/2011/06/university_governance_2011.pdf. Students will be referred to the Office of Student Judicial Affairs and Community Standards for further review, should there be any suspicion of academic dishonesty. The review process can be found at: http://www.usc.edu/student-affairs/SJACS/pages/students/review_process.html.
**How do I get enrolled?**

**Step 1:** Look through the list of volunteer opportunities and identify some areas of interest to you.

**Step 2:** Email the course coordinator, Dr. Miranda Barone (cbarone@usc.edu), to schedule a brief conversation about the course. During that conversation, you will be given guidance on potential faculty sponsors and will be informed about who to contact as an on-site supervisor for the agency where you want to do your placement.

**Step 3:** Contact the agency. Request an application for internship if the site requires. Provide the on-site supervisor with a copy of the syllabus, discuss your mutual expectations, and have your on-site supervisor sign the proposal form on the next page of the syllabus. Find out if there are any requirements prior to beginning (e.g. special training, fingerprinting, TB tests).

**Step 4:** Contact your faculty supervisor. Provide them with a copy of this syllabus and discuss your plans and goals for 391. Make sure that they approve of the plan you identify on your proposal form including the topic of the paper.

**Step 5:** Bring your contract with both faculty and on-site supervisor signatures and the attached waiver of liability to the course coordinator. You must do this no later than the third week of classes (i.e., **before Drop/Add day**). After it is approved, you will receive an email saying that you can register online for Psych 391.
PSYCHOLOGY 391 PROPOSAL FORM

Application Requirements: Psychology Major or Minor, Introduction to Psychology, minimum overall GPA 3.00.

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<td>Faculty Sponsor (print)</td>
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<td>Name of On-site Supervisor</td>
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List all Psychology courses completed and Grade (specify institution if other than USC):

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Attach a description of the nature of the field experience, including your work activities, and a proposal for the paper that you will write to this form.

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<th>Student signature &amp; date</th>
<th>Faculty Sponsor signature &amp; date</th>
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<th>On-Site Supervisor signature &amp; date</th>
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<td>Course Coordinator</td>
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<td>C. Miranda Barone, Ph.D.</td>
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RELEASE OF LIABILITY

This release is in consideration of the Student identified below (“Student”) being permitted to participate in the University of Southern California’s Directed Field Experience in Psychology.

The University of Southern California’s Directed Field Experience in Psychology involves Students going to various community sites such as half-way houses, shelters, mental health facilities, hospitals, or schools as part of their educational experience. In most cases, Students are required to provide their own means of transportation to these sites.

As a Student-Participant in Directed Field Experience in Psychology, I, ___________________ (please print name) recognize that these community site visits may pose a risk of injury, sickness, loss and other hazards, including but not limited to the negligent and/or criminal acts of third parties. I hereby agree to assume all risks that may occur as a result of participating in the University of Southern California’s Directed Field Experience in Psychology.

I hereby release from liability the University of Southern California, the University of Southern California’s Department of Psychology, and their respective officers, trustees, employees, faculty, administrators, agents and representatives, from any and all claims, causes of action, losses, liabilities, costs, and expenses (including reasonable attorneys’ fees), arising or resulting from or in connection with my participation in the University of Southern California’s Directed Field Experience in Psychology.

This release shall be construed in accordance with, and governed by, the laws of the State of California.

I acknowledge that I have read this release and that I understand its meaning and effect and sign it of my own free will. I further acknowledge that this release is a complete release of liability given in consideration for my being permitted to participate in Directed Field Experience in Psychology, is in effect for the entire period I am participating in Directed Field Experience in Psychology, and is inclusive of all community site visits.

Signed: ____________________________ Date: ______________

Print Student Name: ____________________________

IF STUDENT IS UNDER EIGHTEEN, PARENT/GUARDIAN SIGNATURE IS REQUIRED:

Parent/Guardian Signature: ____________________________ Date: ______________

Print Name of Parent/Guardian: ____________________________
TO THE FACULTY SPONSOR:

Faculty sponsors for PSYC 391 are responsible for helping students relate their field experience to relevant psychological theory. The faculty sponsor is expected to meet with the student bi-weekly to discuss the placement and relevant psychological theory or research. The meeting might also be the occasion for the faculty member to review the student’s journal and help to relate the readings to the student’s experiences. The faculty sponsor is also responsible for evaluating the final written product. Students are permitted to (and possibly should) go through multiple revisions. This paper should highlight research relevant to the field experience, and integrate personal reflections on how they saw (or did not see) a match between psychological research findings and the work that is being done at their community agency. If you have questions about the suitability of a given format or topic for the paper, please email the course coordinator who can consult or provide examples of successful previous papers.

The faculty member is not responsible for supervising the student’s fieldwork (unless the faculty sponsor is also the on-site supervisor). If you become aware of problems with the on-site supervision, or with the student’s level of involvement at the site, please inform the course coordinator, Dr. Miranda Barone (cbarone@usc.edu).
TO THE ON-SITE SUPERVISOR:

The on-site supervisor for a PSYC 391 student is responsible for matching students to volunteer opportunities within their organization that provides students with psychology-related experiences (for example, interacting with the populations served by the agency, serving as mentors, working alongside case managers, or working on program development and evaluation projects). The on-site supervisor will also be asked to report the hours spent on site and provide an overall evaluation of the quality of the student’s activities at the end of the semester. If there are any questions or problems, please contact the faculty sponsor or the course coordinator directly: [Dr. C. Miranda Barone, Department of Psychology, SGM 501, University of Southern California, 3620 McClintock, Los Angeles CA 90089-1061, email cbarone@usc.edu]

The final evaluation form is attached.
PSYC 391 STUDENT EVALUATION

Student: ____________________________________________________________

Site: ______________________________________________________________

Dates on which student participated: ________________________________

________________________________________________________________

Total on-site hours completed: __________________________

Rating Scale:
A = Excellent, B = Very good, C = Satisfactory,
D = Improvement needed, F = Unsatisfactory

Please rate this student on each of the following characteristics:

SERVICE
(was an effective service provider) A B C D F

RELATIONSHIP BUILDING (general interpersonal skills, communicated well with supervisor, engaged and got along well with students or clients in the program) A B C D F

PROFESSIONALISM (punctuality, appropriate dress, responsibility, judgment) A B C D F

EFFORT (attitude, dependability, flexibility, initiative) A B C D F

Additional comments:

Supervisor: _________________________________________________________

Date: _________________ Phone: _________________

Thank you for hosting a PSYC391 volunteer. You may return the form to the faculty sponsor or to Dr. C. Miranda Barone, Department of Psychology, University of Southern California, 3620 McClintock, Los Angeles CA 90089-1061, email cbarone@usc.edu