
The Jesse M. Unruh Institute of Politics

POSC 395, Spring 2012
DIRECTED GOVERNMENT AND POLITICAL LEADERSHIP
(PROJECT VOTE SMART INTERNSHIP)

<p>Arthur H. Auerbach, J.D., Ph.D. Assistant Professor, Department of Political Science Internship Coordinator, Unruh Institute of Politics Tel: 213-740-8964 Fax: 213-740-3167 Email: aauerbac@usc.edu Office Hours: T/Th 10 to 2 p.m., VKC 263</p>	<p>Thuy Huynh Internship Associate, Unruh Institute of Politics Tel: 213-740-8511 Fax: 213-740-3167 Email: Thuy.Huynh@usc.edu Office Hours: M-F 9 to 4 p.m., VKC 263</p>
--	---

Course Requirements:

IMPORTANT DATES	ASSIGNMENTS/THINGS TO REMEMBER
<p>No later than Fri., Jan. 25, by 5 p.m. (Internship must be confirmed prior to signing up for the class.)</p>	<p>Completed Student Internship Agreement contract and 1-page internship description should be submitted to the Internship Coordinator in order to obtain D-clearance Once D-clearance is approved, complete the electronic registration process. You MUST complete electronic registration to be added to the course.</p>
<p>During the Semester</p>	<p>Five class meetings throughout the semester (3 classes with guest speakers, 2 classes will be group workshops and three one-on-one sessions with the internship coordinator or the internship associate). Project Vote Smart Event Dates: 2/8, 3/7 & 4/11</p>
<p>Friday, February 17, by 5:00 p.m.</p>	<p>2- page write-up defining your topic(s) and research method(s) along with a preliminary bibliography (3 to 5 sources).</p>
<p>During the Semester</p>	<p>Attend two (2) Unruh Institute Events (other political events may be substituted with prior approval from Internship Coordinator). 2-page summary due <i>within one week</i> of each event. Students must attend their first event and submit their write-up no later than Friday, March 2nd.</p>
<p>Friday, March 23, by 5:00 p.m.</p>	<p>3-5 page project outline <u>AND</u> annotated bibliography with at least 7 scholarly/legitimate resources.</p>
<p>Friday, April 27, by 5 p.m.</p>	<p>Submit final research project and supervisor evaluation form.</p>

1. Course Description

Project Vote Smart is a non-bias/non-partisan NGO with one goal in mind: uncovering the truth about candidates running for public office. In every election, candidates make promise after promise in order to gain voter support, and Project Vote Smart puts these candidates to the test. PVS interns will conduct intensive research on candidates running for the president in the 2012 election and seek their true positions on controversial policy issues such as abortion, the economy, immigration and the like. Interns will fact-check the truth behind candidates' statements and assist in implementing the Political Courage Test. This type of valuable information will be made public in order to allow voters the necessary information when it comes time to elect our public representatives. Interns will walk away from this experience with the ability to analyze data and be prepared to work in various policy areas whether in graduate school, state government or on Capitol Hill.

2. Internship Hours per Units of Credit

Units of credit	2	3	4	5	6	7	8
Suggested weekly hours	8	12	16	20	24	28	32
Cumulative hours at internship over semester	120	180	240	300	360	420	480

3. Grading

Course grades will be based on satisfactory completion of the required number of hours at the internship, the supervisor's evaluation of your performance, and fulfilling other coursework requirements. The final grade for the course will be based on:

Supervisor evaluation - 50%

Event write-ups - 10%

Project-related assignments - 15%

Final research project - 25%

(NOTE: All late papers will be marked down 5 points for every day late.)

4. Communication with the Internship Coordinator

Dr. Auerbach, the Internship Coordinator, and/or Ms. Huynh, the Internship Associate, will be in contact with you throughout the semester via phone, email, and the Blackboard system. Check Blackboard on a regular basis for information relevant to this course. During the semester, you should also keep in close contact with Dr. Auerbach to discuss your internship and final project, or if you have any questions about or concerns with your internship.

All assignments must be typed in Word with the following format: double-spaced, 12-point font, 1" margins. Comments on your assignments will be e-mailed back to you through Blackboard using Comments in Word. ***All assignments must be turned in electronically on Blackboard.***

5. Class Meetings, Attending Unruh Events and Summary

As a class, we will be meeting five times during the spring semester (times/dates TBD). Two of these meetings are designed to provide you with professional development opportunities related to the internship experience. You will also attend three class sessions specifically for Project Vote Smart with experts in the field of politics to assist at tying together your work at PVS with the realities of politics. The dates for these events are February 8, March 7 and April 11th. Additionally, you must attend three mandatory one-on-one sessions with the internship coordinator or the internship associate.

You are also required to attend at least **two** Unruh Institute events and submit a two-page write-up to Blackboard within **one week** of attending the event. Your write-up must briefly describe the event, including the participants and attendees, the reason for the event, your organization's involvement (if any), but the bulk of your paper should be an analysis of what was "said" by those involved, and what was not said, and why this is interesting.

Consult the Unruh Institute website at www.usc.edu/unruh for a listing of events. If you are unable to attend any Unruh Institute events, other political events may be substituted with prior authorization from the Internship Coordinator.

6. The Research Project

In order to make the most of your internship experience, you are required to complete a traditional analytic research paper analyzing a political issue relevant to the work in your internship. Final writing projects should be 8-20 pages (depending on units, see below) and should be based on substantial scholarly research, including consideration of the relevant literature. The focus should be on a specific policy or issue related to your internship. Please discuss your project in detail with the Internship Coordinator to tailor the assignment to your interests. **NOTE: The final project must be submitted as an electronic-copy on Blackboard.**

A) Topic & Research Methods: due Friday, February 17, by 5:00 p.m.

This must be **2 pages** describing the topic(s) for your analytic essay or other writing projects and how you plan on going about your research. (For example: What is your research question and methodology? How is this relevant to or related to your internship organization?) Your data collection may include interviews, documents, case studies or other methods. If you change your topic after you have handed in this first assignment, you must notify the Internship Coordinator to secure approval of the new topic. You will have **two (2) mandatory one-on-one meetings** with the Internship Coordinator during the semester to discuss your internship and your final research paper/project. Additional information about the research project will be provided at a later date. **Please submit the research proposal on Blackboard.**

B) Outline & Annotated Bibliography: due Friday, March 23, by 5:00 p.m.

This should primarily be a **3 to 5 page** summary and detailed outline of some of the research you have done for your paper. You will also need to hand in an annotated bibliography which provides a list of books or articles in bibliographic form with an accompanying sentence or two summarizing each particular item and explaining how it is related to the project/topic. Remember, the more detailed material you hand in, the more constructive feedback your instructors can give you. The outline should be a minimum of 3 pages, **PLUS** an annotated bibliography. **Please submit the outline/annotated bibliography on Blackboard.**

C) Final Paper/Project: due Friday, April 27, by 5 p.m.

Papers should be typed and double-spaced in 12-point font with 1' margins. Students are required to submit their final papers on Blackboard through the "Turnitin" system by the April 27th deadline. Paper/project length is dependent on the number of credits/units earned:

- 2 units: 8-10 pages
- 3 units: 10 to 12 pages
- 4 units: 12-15 pages
- 5+ units: 15-20 pages

7. Evaluations due Friday, April 27, by 5:00 p.m.

At the end of the semester, you must turn in a completed evaluation and your time-sheet. Both your time-sheet and supervisor's evaluation form can be found on the Unruh website (unruhins@usc.edu) listed under internships and POSC 395. Your supervisor will also be asked to fill out and return to the Unruh Institute an evaluation of your performance during the semester. Please make sure your internship supervisor returns their completed evaluation by the December 2 deadline.

Evaluations forms may be electronically sent directly to Dr. Auerbach (aauerbac@usc.edu), faxed to Unruh (213-740-3167) or mailed. Please note that the traditional mail takes longer than the other methods to get to Unruh so the alternative methods of delivery are preferred.

8. Academic Integrity

Because the completion of the internship is a major part of this course, you **MUST** work all of the hours listed on your internship agreement form. All written assignments for this class must be your original work, completed only to fulfill the requirements of this course. Sources must be cited accurately and completely.

A NOTE ON "RECYCLING PAPERS": Your paper/project **MUST** be original work done for this class and related to your internship. You may not re-use another student's paper, or your own paper from a previous course or a course in which you are currently

enrolled. This is an extremely serious issue which, according to University policy, can result in failing this course as well as the course from which you “borrowed” your paper. Please refer to the *SCampus* chapter on “University Student Conduct Code” or contact the Internship Coordinator if you have any questions.