POSC 395: Fall 2018
DIRECTED GOVERNMENT & POLITICAL LEADERSHIP
California Policy Research Internship

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IMPORTANT DEADLINES

Friday, September 7, by 5pm:
(1) Completed Student Internship Agreement Google Form submitted
(2) Students must register for POSC 395 on WebReg (D-Clearance required prior to registration)

Friday, October 19, by 5pm:
First political event write-up must be submitted. Write-ups are due within one week of event.

Friday, November 30:
Final presentations to representatives of partner organization

Monday, December 3, by 12pm:
Submit final policy report
Second political event write up

ADDITIONAL REQUIREMENTS

All Students Must Attend:
● Bi-monthly meetings with Professor Auerbach and Meghan Ginley
● Mid-semester exchange with partnership (TBD)
● 2 Unruh Institute Political Events (2-page write-up is due within one week of each event)
● 2 of the Course Activities (Listed on Page 4)
● One-on-one with Internship Director to discuss final policy report
1. Course Description
Students will take part in a team-based research project where they will work to develop potential solutions in their respective policy areas by conducting original fieldwork, interviewing policy experts, reviewing academic and policy reports, and using other forms of primary and secondary research. At the conclusion of the internship, each group will present their final product to representatives of their partner organization.

2. Internship Hours per Units of Credit

<table>
<thead>
<tr>
<th>Units/Credits</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suggested weekly hours</td>
<td>10</td>
<td>14</td>
<td>18</td>
<td>22</td>
<td>26</td>
<td>30</td>
<td>34</td>
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<tr>
<td>Total hours at internship</td>
<td>100</td>
<td>150</td>
<td>200</td>
<td>250</td>
<td>300</td>
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<td>400</td>
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3. Meetings and Communication with Partnership Organization
An introductory meeting between students and representatives of their partner organization will take place in the beginning of the semester. The Mid-Semester Exchange in which students will share research progress with their partner organization will take place midway through the semester. Each policy group will deliver their final product to representatives of their partner organization. Students should stay in close contact with their partner organization throughout the semester, but are required to include the Internship Director and Community Engagement Director in any communication with them.

4. Meetings and Communication with Unruh Staff
Groups will meet with the Internship Director and Community Engagement Director on-campus twice a month. In these meetings, interns are expected to bring a 2-page summary of their research and share research progress as an individual and as a group. Dr. Auerbach will be in contact with you throughout the semester via the Blackboard system. Check Blackboard on a regular basis for information relevant to POSC 395. During the semester, you should also keep in close contact with Dr. Auerbach and Ms. Ginley to discuss your research progress.

Student groups will present their final product to the Unruh staff before the final presentations. The specific date and time is dependent upon the students’ schedules. If a student does not adequately prepare for the run-through presentations, as determined by Professor Auerbach and Ms. Ginley, then he/she may not be permitted to present before their partner(s). Alternative arrangements will be made for students to give their final presentation.

You are encouraged to meet with your policy team at least once a week. The organization of these meetings will be left to group members.
5. 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:

<table>
<thead>
<tr>
<th>Evaluation</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Unruh Manager Evaluation</td>
<td>25%</td>
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<tr>
<td>Partner Organization Evaluation</td>
<td>10%</td>
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<tr>
<td>Final Policy Presentation</td>
<td>20%</td>
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<tr>
<td>Final Research Project</td>
<td>35%</td>
</tr>
<tr>
<td>Event Write Ups</td>
<td>10%</td>
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</tbody>
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*NOTE: The Unruh Manager Evaluation will be comprised of attendance at all meetings, submission of bi-monthly write-ups and participation during all meetings, partner and bi-monthly alike. The Partner Organization Evaluation will include overall performance over the course of the internship.

**NOTE: All late papers will be marked down by 5 points for each day they are late. Also, papers will be marked down 1/3 a letter grade for every 10 hours of research that the student is short of the required 100 hours).

6. Course Activities
The following list of course activities have been carefully organized with the intention of enhancing each student's career development skills. These activities will bring in experts in the corresponding fields to give students an opportunity to gain life-long skills in each category.

Shortly after the course begins, the students will receive a Google Form via email where they can request the top 3 events they would like to attend, and we will do our best to ensure that each student can participate in activities that are both convenient and beneficial to them.

- All students must attend POSC 395 Orientation
- All students, including students that have never previously taken POSC 395, are required to attend two of the following course activities of their choosing. Students who would like to attend more than two course activities may do so for personal benefit, but will not receive any extra credit or additional course recognition.
Course Activities:
Please note that a more detailed description of each event is posted on Blackboard under “Content”. As each Course Activity approaches, students will receive an email with specific details such as the location.

1. Resume Workshop (September 17th 9:30am-12pm OR September 18th 9:30am-12pm, SOS B15)
   (Emailed timesheet will be sent out)
   Learn from a professional what a hiring manager is looking for a resume, followed by a hands-on tutorial on how to edit and enhance your resume.

2. Fellows Workshop: Communications & Strategy (October 1st - 5:00pm-6:30pm, Herklotz Room, Doheny Library)
   Hear from this year’s prestigious Unruh Fellows, followed by a workshop on the intersections of communications and strategy.

3. Understanding Your Network Workshop (October 15th, 5:00pm - 6:30pm, Herklotz Room, Doheny Library)
   Learn how to identify and utilize your connections by learning how to asset map, followed by a workshop on how to craft and present an impactful elevator pitch.

4. Director’s Corner (October 18th, 5:00pm - 6:30pm, SOS B15 Lobby)
   Come learn from our Directors, Bob Shrum and Mike Murphy, how to win friends and influence people in the world of politics.

5. Jobs Forum (October 25th, 5:00pm-6:30pm, Herklotz Room, Doheny Library)
   Learn about the various political fields by listening to a panel discussion of local professionals, followed by a networking session with the professionals.

6. Interviewing Workshop (October 29th, 5pm - 6:30pm)
   Take notes from professionals about the do’s and don’ts of interviewing, followed by an interactive workshop where students run practice interviews and receive constructive feedback.

7. Mentoring Coffee (Multiple Dates - TBD)
   (Sign-up Sheet sent out in September)
   A designated professional will meet with a small group of students who can ask them questions about their career, as well as receive advice on the workforce.

7. Attending Political Events and Write-Ups
You are required to attend at least 2 politically-focused events during the semester and turn in a short, 2-page write-up for each event. The write-up must be in MEMO format, an example is attached to this syllabi. Please submit your write-up on Blackboard within one week of the event. Your write-up should briefly describe the event, including the participants and attendees, the reason for the event, but the bulk of your paper should be an analysis of what was "said" by those involved (approximately 1 page) and your perspective of what was said, i.e., did you agree or
disagree with what was said and why (no less than ½ page). All Unruh panel events automatically qualify. Please confirm with the Internship Director about other non-Unruh events as to whether each event qualifies for this assignment. All late submissions can only receive ½ credit, up to one week late. After a week, no credit will be given.

**The Final Written Policy Report & Presentation**
You are required to complete a writing assignment in which you analyze your designated area of research and make policy recommendations.

Final written projects should be 8-15 pages (depending on units, see below) and must include substantial *scholarly research*, including consideration of relevant literature. Please discuss your project in detail with the Internship Director and Community Engagement Director throughout the course of the semester.

**A) Written Policy Report: Monday, December 3, by 12 p.m.**
The final written component should be in the format of an 8 to 15-page policy report. Papers must be typed and double-spaced in 12-point font with 1” margins. Paper/project length is dependent on the number of credits/units earned:

- 2 units: 8-10 pages
- 3 units: 10-12 pages
- 4 units: 12-15 pages

Students’ papers will receive 5 point deductions for failing to meet the minimum page length, failure to include a “references” page and 5 points for every day late. Note: You must use in-text (parenthetical) citations along with your work-cited page. Only include citations in work cited that are used in the paper. **Students are required to submit their final papers on Blackboard through the “Turnitin” system by the deadline.**

**B) Policy Presentation: November 30th:**
Presentations will be one hour in length comprised of a 30-minute presentation to representatives of your partner organization followed by a 30-minute Q&A session.

**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.

**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” (scampus.usc.edu/university-student-conduct-code) or contact the Internship Coordinator if you have any questions.

*Please note that the POSC 395: Directed Government and Political Leadership Syllabus is not a binding contract. Dr. Auerbach has the discretion to make changes as deemed necessary.

MEMORANDUM

FROM: (Your name)

SUBJECT: California Water: Planning for a Better Future (Memo/Event topic/Event Participants)

The purpose of this memorandum is to understand how climate change, population growth, long droughts, and severe floods have created stark regional differences in availability and demand of water throughout California. Consequently, this means the State might have to make inconvenient legal and political changes in order to reach effective solutions.

Background (This section should include general event details such as who spoke at the event, what was the general topic of the panel, etc...) 

The event was sponsored by the California Water Project and participants included: John Jones, Jane Smith and Sam Hadley. Hadley began by suggesting the biggest challenge behind California’s water system is the issue of instability in the Delta, which is considered to be the hub of California’s water supply. The instability issue with the Delta comes from weak levees, damaged by earthquakes, rising sea levels as well as climate change and the collapse of native fish species (creating cutbacks for pumping water). Jones noted California is fortunate enough to have many tools to be able to cope with the challenges facing its water system, because the economy continues to prosper. . . .
Tools to Combat Water Scarcity (This section should be a general summary of what was learned at the event):

The following targeted reforms are believed to be the key to seeing fruitful changes in water management in California so that our state will be able to overcome its current challenges:

· **Bay Delta Conservation Plan**

The construction of two tunnels, upstream on the Sacramento River, and move the tapped water to underneath the Delta, where pumping occurs. The results would be having fewer native fish trapped in the pumps and it would become easier to restore more natural water flow in the Delta.

· **Governance and Finance Solution**

While the state’s economy will benefit from an improved quality and supply of water and taxpayers are willing to support the new required infrastructure, moving to more locally based funding will help to fill funding gaps in water management efforts.

· **New Water Efficiency Options**

Options such as using recycled water or water marketing (the sale or leasing of water) will provide more incentives to conserve.

· **Underground Storage**

Storing underground can be a cost-effective way to save water for drought years, which will become more important with climate change.

Analysis (This section should be your analysis of the event – do you agree or disagree with the topic? Your analysis must be at least ½ page):

While we have laid out some very thought provoking solutions to the issue of California water management, only through policy reform and new investments will these solutions see the face of reality. The Bay Delta Conservation Plan, while a good concept,
will require solid policies on finance, governance, and mitigation for the residents of the Delta to be in full support. In addition, the state of California always seems to face issues of funding. In order to truly find a solution to this issue, we will need to have more local funding, which requires making a solid case to the voters. I agree with Hadley’s comments on the reasons for the reason California has so many water issues, however, I believe that he overlooks one key factor . . . . Jones correctly acknowledges that California possesses many solutions to deal with these issues. However, I would have liked Jones to offer greater specific solutions rather than simply relying on the strength of the California economy as a means of resolving this significant problem. Overall, there will need to be a more active policy approach to preserving California’s ecosystem.