
Calumet College



of Saint Joseph

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Calumet College of St. Joseph is a Catholic institution of higher learning dedicated to the academic, spiritual and ethical development of undergraduate and graduate students. Informed by the values of its founding religious community, the Missionaries of the Precious Blood (C.P.P.S.), the College promotes the inherent dignity of all people, social justice, an ethic of service, student empowerment, opportunity, and lifelong learning.

We are committed to the Five Pillars of a CCSJ Education: The CCSJ graduate will be Open to Growth, Intellectually Competent, Religious, Loving, and Committed to Doing Justice. This class, as outlined below, will help you to achieve those goals.

COURSE SYLLABUS, Fall 2020

KINE 490A Internship in Kinesiology

Instructor Information:

Instructor Name:	Professor Tracy Stone
Office Number:	Room 520
Phone Number:	Cell: 312-529-0784 Office: 219-473-4357
Email:	tstone@ccsj.edu
Office Hours	Via Zoom or by phone by appointment Monday to Thursday 10a to 1p and 4p to 6p Send me an email or text with at least 1-hour notice before the time you would like to meet.
Instructor Background:	
Doctor of Education in Kinesiology, <i>University of North Carolina Greensboro (Anticipated, May 2023)</i>	
Master of Science in Kinesiology, <i>University of Illinois at Chicago</i>	
Bachelor of Science in Health and Sport Studies, <i>Miami University of Ohio</i>	
Certified Strength & Conditioning Specialist (CSCS) <i>National Strength & Conditioning Association (NSCA)</i>	Certified Fitness Nutrition Specialist <i>National Academy of Sports Medicine (NASM)</i>
Certified Personal Trainer (CPT) <i>National Academy of Sports Medicine (NASM)</i>	Instructor for Advanced & Standard First Aid, CPR & AED <i>Emergency Care & Safety Institute (ECSI)</i>

Course Information

Course Delivery Method:	Arranged. This is a course conducted primarily off-campus at an internship site and includes periodic one-on-one (or virtual) meetings between the student and the Program Director or full-time faculty in Kinesiology. Meeting schedule will be determined within the first 2 weeks of the semester.
Course Time:	Arranged (see above)
Classroom:	Internship site
Prerequisites:	Kinesiology Major, Junior or above
Required Books and Materials:	Students are required to log on to Blackboard to access the Kinesiology Internship Manual and discussion boards

Learning Outcomes:

1. Provide each student with a practical experience in the field of Kinesiology
2. Acquire skills related to a potential future career in Kinesiology
3. Create site-specific objectives/goals, in collaboration with the site supervisor, that students will work to achieve throughout their internship
4. Reflect on experiences through a guided reflection process using the weekly assignments
5. Apply knowledge acquired through Kinesiology courses to a practical experience
6. Improve professionalism in day-to-day interactions with co-workers, patients, residents, clients, etc.
7. Develop an appreciation and understanding of the diverse backgrounds and experiences within a particular work environment.

This course meets the following Kinesiology Program Objectives:

- Explain how the scientific process informs our understanding of physical activity.
- Describe the underlying scientific foundations of physical activity.
- Critically evaluate information about physical activity from scientific basis.
- Describe the relationship between physical activity participation and health, wellness, and quality of life
- Demonstrate knowledge of current physical activity guidelines and recommendations.
- Critically evaluate research related to physical activity and its impact on health and chronic disease.
- Design and evaluate physical activity programs that promote health and improve quality of life.
- Describe the sociocultural, historical and ethical factors that influence physical activity.
- Critically evaluate scholarly work related to cultural, historical and philosophical dimensions of physical activity.
- Demonstrate an appreciation and commitment to physical activity practice.

Course Description:

The internship course is designed to supplement classroom study with observation or practical participation in a broad list of areas including, but not limited to, Exercise Physiology, Physical Therapy, Occupational Therapy, Athletic Training, Strength & Conditioning, and Personal Fitness & Wellness. Students will complete the amount of clock hours required to pursue graduate studies and/or employment in the field. Students must obtain approval from the Program Director and a full-time faculty member in Kinesiology must serve as coordinator.

Learning Strategies:

Internship Portfolio, On-site supervision, Blackboard Forums and Assessment

Experiential Learning Opportunities:

Supervised observation and/or practical participation in an Exercise Physiology, Physical Therapy, Occupational Therapy, Athletic Training, Strength & Conditioning, or other Personal Fitness & Wellness facility.

Assessments:

Major Assignments:	Final Report	45% of Total Grade
Assessments:	Blackboard Discussion posts	30% of Total Grade
Class Participation:	On-Site Performance/Evaluation	25% of Total Grade
Total:		100% of Total Grade
Grading Scale:		
100 – 92: A	91 – 90: A-	
89 – 88: B+	87 – 82: B	81 – 80: B-
79 – 78 : C+	77 – 72: C	71 – 70 : C-
69 – 68: D+	67 – 62: D	61 – 60: D-
59 and below: F		

Course Schedule			
Class Date	Lecture/Class Discussion/Activities	LO's	Assignments
Student and Site-Supervisor will determine Start and End Dates	<ul style="list-style-type: none"> On-site responsibilities will be determined by the site supervisor. 	1-7	<ul style="list-style-type: none"> Blackboard discussion posts due weekly, beginning with Week 1 of the semester regardless of placement status. Final Report and site evaluation due by Dec 11th at 11:59p
I reserve the right to change this schedule to meet the needs of the class.			

Student Responsibilities	
Safety Measures	<p>The safety of our College Family in this unprecedented time is our primary concern. Following guidelines presented by the Centers of Disease Control (CDC), the Indiana Health Department, and best practices among other institutions of higher education, we are requiring the following:</p> <ul style="list-style-type: none"> Face coverings over the mouth and nose in all indoor public spaces, including classrooms, the library, the Tutoring Center, and faculty offices. Because face coverings are in use, no eating or drinking in the classroom. Plan to meet your needs between classes using appropriate social distancing. Daily self-monitoring. If you have a temperature of 100.4 or higher, or any symptoms of COVID-19 – fever or chills, a cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, or nausea or vomiting – stay home and consult the class policy for staying on track. Disinfecting your personal space using the materials provided when you enter the classroom. Maintaining physical distancing of at least six feet within classrooms and other common spaces. <p>Please note: To accommodate students who may not be able to attend class in person, this class may be taped and posted to the course Blackboard site. Tapes will not be used for any other purpose outside of class.</p>
What to Do in Case of Illness	<p>If you are exposed to COVID 19, become ill, or are otherwise unable to attend classes as required, notify the College by sending an email to illness@ccsj.edu. The message that you are unable to attend class will be relayed to your faculty. The College will contact you with expectations regarding next steps and follow-up.</p>
Attending Class	<p>Internship Site Specific Guidelines. To receive full credit for your internship hours and credit hours for this course, you will need to adhere to the agreed upon schedule set by you and your site supervisor. Excessive tardiness and/or absences will result in termination of your internship and automatic withdrawal from this course. It is your responsibility to make sure you have accumulated the minimum observation/practical hours required if you decide to pursue graduate education or employment in Physical Therapy, Occupational Therapy or Athletic Training. You cannot succeed in this class if you do not attend. We believe that intellectual growth and success in higher education occur through interaction in the classroom</p>

	<p>and laboratories. In all things, communication is KEY. All planned and unplanned absences must be communicated to your instructor via email with a brief explanation.</p> <p>Online courses: The expectations for attendance are for the students to actively learn through weekly participation in online activities and to communicate consistently with instructors and peers. Students are required to check their CCSJ email daily and Blackboard a minimum of twice per week. In addition, students are required to complete a minimum of 50% of the course work that is assigned for that week. Attendance will be recorded on Monday for the previous week.</p> <p>Hybrid courses: For all in-person class sessions, your physical presence and active participation in class is required. For the online portion of class, refer to the attendance policy for Online courses above.</p> <p>Zoom class sessions: If Zoom class sessions have been scheduled for this course, students should prepare to have both video and audio activated during each session. This means you should be visibly present and actively engaged during the session, not just audibly present with a picture or name as your screen. All zoom class sessions will occur at your class's originally scheduled day and time. For example, if your class was to meet on M/W from 12p to 1:30p, the zoom class session will meet at some point during this time. Scheduled Zoom class session dates and times can be found in the "Course Schedule" section of this syllabus.</p> <p>Attendance and Your Grade. Missing class will have a negative effect on your final grade. You are allowed no more than 3 absences with no change in your grade, so long as each absence is properly communicated <i>ahead of time</i>. Additional absences will drop your final grade by 0.3 grade points.</p> <p>Example:</p> <ul style="list-style-type: none"> • Final grade in class: A GPA: 4.0 • Final attendance record: 5 total absences for the semester • Adjusted Final grade in class: A- GPA: 3.7 <p>Absence due to college events. We do not want to penalize students for participating in college-sponsored events. When you miss class because of a college event, you must give notice of your absence in advance and you are responsible for all missed work.</p>
<p>Turning In Your Work</p>	<p>You cannot succeed in this class if you do not turn in all your work when due.</p> <p>Missing Assignments 15% will be deducted from all assignments turned in after the posted due date. The highest grade you will be able to earn on late work will be 85%. No late work will be accepted after the dates posted on the syllabus. See syllabus for dates to plan-ahead.</p> <p>Missing Exams All exams are required to complete this course. You must take all exams for a low score to be dropped (if applicable). If you are absent on exam day, you must email the instructor by the end of the week to schedule your make-up exam. 15% will be deducted from all make-up exams. The highest grade you will be able to earn on make-up exams will be 85%.</p>
<p>Meeting Standards for Classroom Behavior</p>	<ul style="list-style-type: none"> • Please follow all guidelines and policies set forth by the site supervisor and internship facility.
<p>CCSJ Student Honor Code</p>	<p>This course asks students to reaffirm the CCSJ Student Honor Code:</p> <p>I, as a student member of the Calumet College academic community, in accordance with the college's mission and in a spirit of mutual respect, pledge to:</p>

	<ul style="list-style-type: none"> • Continuously embrace honesty and curiosity in the pursuit of my educational goals; • Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my community; • Do my own work with integrity at all times, in accordance with syllabi, and without giving or receiving inappropriate aid; • Do my utmost to act with commitment, inside and outside of class, to the goals and mission of Calumet College of St. Joseph.
Doing Your Own Work	<p>If you turn in work that is not your own, you will be subject to judicial review by the Faculty-Student Grievance Committee. These procedures can be found in the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines to document sources avoids plagiarism. You'll find guides to the major citation methods at the CCSJ Specker Library Web page at http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite</p> <p>You'll also find a comprehensive guide to understanding what constitutes plagiarism, "What Is Plagiarism," on the Specker Library Web page at https://www.ccsj.edu/library/What%20is%20Plagiarism.pdf This guide comes from Plagiarism.com, and covers many ways in which plagiarism can occur. Be sure to review this important source!</p> <p>Please note: All papers are electronically checked for plagiarism.</p>
Sharing Your Class Experience	<p>Your voice matters! At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are essential to our ongoing efforts to ensure that you have a great experience that leaves you well prepared for your future. Take the time to complete your course evaluations – we value your feedback!</p>
Withdrawing from Class	<p>After the last day established for class changes has passed (see the College calendar in the CCSJ Course Catalog), you may withdraw from a course by following the policy outlined in the Course Catalog.</p>

Resources	
CCSJ Book Rental Program	<p>The CCSJ Book Program ensures that everyone has the right course materials on the first day of class to be successful. You pay a book rental fee each semester, and in return, receive all the materials for all your classes prior to the beginning of classes. At the end of the semester, simply return the books. For traditional students, the Book Rental Program is conveniently located in the library, where students can pick up and return their books. For students in accelerated programs and graduate programs, books will be delivered to their homes and they can return them by mail. For more information, see http://www.ccsj.edu/bookstore. All books must be returned at the end of the semester or you will incur additional fees, which will be charged to your student account.</p>
Student Success Center	<p>The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library. In addition, you can access online tutoring at Tutor.com. See the link within the Blackboard course.</p>
Disability Services	<p>Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a "reasonable accommodation" because of a disability, contact the Disability Services Coordinator at 219-473-4349.</p>

Student Assistance Program	Through a partnership with Crown Counseling , Calumet College of St. Joseph provides a free Student Assistance Program (SAP) to current students. The SAP is a confidential counseling service provided to students for personal and school concerns which may be interfering with academic performance and/or quality of life. The SAP counselor is available on campus once a week and off-site at the Crown Counseling offices in Crown Point or Hammond. For more information, contact Kerry Knowles SAP Counselor , at 219-663-6353 (office), 219-413-3702 (cell), or kerryk@crowncounseling.org .
CCSJ Alerts	Calumet College of St. Joseph's emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College's website at: http://www.ccsj.edu/alerts/index.html .