

Texas A&M University Central Texas
Department of Humanities

Spring 2019
HIST 5391-110 History Practicum

Instructor: Dr. Timothy C. Hemmis
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Office Hours: by appointment.



Course Description and Objectives:

This class is an individual graduate course that the students gains professional experience as a historian with the III Corps of the United States Army. This class is designed to be a hands-on learning experience in the history field. You will also demonstrate the ability to use Standard English grammar, punctuation, spelling, and usage. Lastly, you will hopefully leave this class with a better understanding of what professional historians do on a daily basis.

Objectives

The field experience should:

- Enhance the formal education by providing on-the-job experience with a participating agency
- Provide an understanding of the daily operations of the participating agency
- Provide exposure to the techniques, duties, and demands of agency personnel

Required Texts

Supplementary materials may be required; these will be in the form of articles, videos, websites, and documents used in the field. These materials will be provided to the student as needed.

Course Requirements

Grades will be determined on the following basis:

Attendance/Performance	300 points	
Online Weekly Field Log/with Readings	300 points	
Reflection Essay	300 points	
Field Evaluation	100 points	

Scoring:

Final Grades will be determined based upon the following scale:

A	=	900-1000 points
B	=	800-899 points
C	=	700-799 points
D	=	600-699 points
F	=	Below 600 points

Attendance and Participation

Attendance and Performance (300 points)

Students are required to complete 120 hours of service over the course of the semester. In a 16-week semester, this equates to about 8 hours per week. If you are completing an internship in a 10-week format, this equates to 12 hours per week. In an 8-week format, this equates to 15 hours per week. The student will arrange a work schedule with his/her agency supervisor.

Performance will be evaluated at the end of the semester. The evaluation will be based on course objectives and include input from the student, the agency supervisor, and the faculty member.

Online Field Log with Readings (300 points)

The online field log provides the student with a means of recording activities related to the field experience. Online field log entries are to be completed weekly at a minimum. The log entries should be divided into two parts. The first part should include 1) the hours worked since your last report, 2) a description of your activities during the reporting period, and 3) a description of

what you have learned. The second part should be written like a diary. That is, you should write a dialogue with yourself. In this dialogue you should record your feelings, reactions, attitudes, problems, and perceptions regarding your experiences and the readings. Keeping up with your log entries is crucial to successful completion of your internship.

III. Field Experience Reflection Essay (300 points)

You must complete a written paper of your field experience. It should summarize the various duties you were assigned, your opinion about the experience, any constructive criticisms of the experience, and a comparison of your experience with your criminal justice studies. Although you should use your field log in preparing your paper, it should not be a cut and paste exercise from the field log. This field experience summary will be shared with the agency.

Requirements for the field experience paper:

- 8-10 pages in length
- Double-spaced, 12-point font, Times New Roman
- Must be produced in Microsoft Word (.doc or .docx format)
- No cover page – a header should include course information and your name
- Footnotes should be included as necessary- Chicago is preferred.
- Proofread carefully: grammar, spelling, mechanics, citations, etc. will be part of your grade
- You may use first-person, since you are writing about your experiences.

Field Evaluation (100 points)

An evaluation of the student will be completed by the faculty member in conjunction with the field supervisor.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy.

If you discover that you need to drop this class, you must complete a [Drop Request Form](#)

[https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to

follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity.

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Academic Accommodations.

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](https://www.tamuct.edu/departments/access-inclusion) webpage [https://www.tamuct.edu/departments/access-inclusion].

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. For more information, please visit <https://www.tamuct.departments/index.php>. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements](#)

[and guidelines](#) online, please visit the website
[<http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf>].

Tutoring.

Tutoring is available to all A&M-Central Texas students, both on-campus and online. On-campus subjects tutored include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Larry Davis at lmDavis@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in over forty subject areas. Access Tutor.com through Canvas.

The University Writing Center.

Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students from 10am-5pm Monday-Thursday with satellite hours in the University Library on Mondays from 6:00-9:00pm. Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WCOnline](https://tamuct.mywconline.com/) [<https://tamuct.mywconline.com/>]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu to schedule an online tutoring session. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process.

While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

University Library.

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](https://tamuct.libguides.com/) [https://tamuct.libguides.com/].

Course Schedule

Will be determined by the faculty member, the student, and the III Corps Historian