

**Texas A&M University Central Texas**  
**PSYC 4384-110 (Psychology Undergraduate Internship)**  
**Tuesdays (8:00 a.m.-10:00 a.m.) or (6:00 p.m.-8:00 p.m.) (FH-207)**

**INSTRUCTOR AND CONTACT INFORMATION**

**Instructor:** Brian L. Nowell, M.S., Ph.D. (Positive/Developmental Psychologist)

**Office:** TAMUCT Campus--Warrior Hall—Counseling & Psychology Department—318D

**Phone:** (605-214-5627) (If you want to call me, please only do so between 5:30 p.m. and 10:00 p.m.) Please identify which class you are in when you call or e-mail me. Request (by e-mail) a telephone conversation appointment for best results. I am currently text disabled (so call or e-mail instead).

If I do not answer my phone when you call me, please leave a voice message in which you identify yourself, the course, and the best time to call you back. (For security reasons, I typically do not answer phone calls from numbers that are not know to me.)

**Email:** Use the Canvas ***Inbox*** icon (left menu) within the course to send messages within our online Canvas course classroom. To reach me outside of our online course classroom, please use our TAMUCT e-mail system ([blnowell@tamuct.edu](mailto:blnowell@tamuct.edu)), or as a last resort, use my personal e-mail address ([blnowell@gmail.com](mailto:blnowell@gmail.com)) if these other means are unavailable.

**Virtual Office Hours:** Available by appointment, most days and times through Canvas WebEx, or by telephone.

**TAMUCT Campus Office Hours:**

- Mondays & Wednesdays (1:00 p.m.—4:00 p.m.) (If needed, early evening time, by appointment only)
- Tuesdays & Thursdays (1:00 p.m.—4:00 p.m.) (If needed, early evening time, by appointment only)

**Mode of instruction and course access:** *This course is a face to face course and it also uses the TAMUCT Canvas LMS (<https://tamuct.instructure.com/login/ldap>) for assignments, grades, and supplemental course materials. You will use your username and password communicated to you separately to logon to this system.*

**Student-instructor interaction:** I check e-mail correspondence several times each day and usually reply within a short time. If you send a message using ***Inbox*** within our Canvas online course classroom and do not hear back from me soon, then please e-mail me ([blnowell@tamuct.edu](mailto:blnowell@tamuct.edu)). I have family and other important community responsibilities every Saturday and Sunday, and so I am most likely to be unavailable to answer e-mails on those days.

## **Required Course Progress Meetings**

Our required course progress meetings at TAMUCT, Founders Hall 207 are every Tuesday, either from 8:00 a.m. until 10:00 a.m. or from 6:00 p.m. until 8:00 p.m., depending on your schedule. There are 300 points associated with your active participation in these meetings.

## Warrior Shield App (911 Cellular)

**911 Cellular:** This is our new Emergency Warning System for Texas A&M University – Central Texas. 911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911 Cellular through their myCT email account.

- **Warrior Shield AP (for iPhone and iPad at Apple App Store):** The Warrior Shield safety application, developed by 911 Cellular, not only connects the user to the proper 9-1-1 center, but also provides the user's location through an internal positioning system or geographic locator. Once the application is opened, the user hits the "911" button and if they take no further action within three seconds the application summons help. The dispatcher can then forward the information including the user's location to first responders. In addition to connecting the user to 911, the app has several other features: iReports Safe Walk Friend Watch Personal Profile <https://apps.apple.com/us/developer/texas-a-m-university-central-texas-police-department/id1465791523>
- Connect at [911Cellular](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) [https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

### COURSE REQUIREMENTS

#### Course Learning and Evaluation Requirements:

**In-Class Learning Participation—Active In-Class Discussion** (30% of final course grade) [Total 300 points]

**15 Weekly Internship Reaction Journals** (40 points each) [Total 600 points]

**End of Semester Internship Supervisor Report** (100 points) [Total 100 points]

**Dr. Nowell will accept late assignments. After an assignment deadline has passed, there is a 10% earned-grade reduction per day that an assignment is late. Any missed assignments can still be submitted after being 5 days late (until midnight of the last day of this course), for 50% of the grade points that would have been earned if the assignment were submitted before its deadline.**

**Please do not submit any writing that you have previously submitted for any course, for any of your writing assignments for this course. A grade of zero will be earned for any writing assignments of this sort.**

***Total Possible Points for Entire Course: 1000 points***

#### Grading Criteria Rubric and Conversion

**Online Research/Writing/Discussion Assignments, Class Meeting Discussion Participation, In-Class Research/Writing Assignments, Major Writing Assignments, Course Progress Meeting, SONA Research Participation, MFT Exam = Final Course Grade**

A = 90-100% (900-1000 points) (Outstanding Course Scholarship)

B = 80-89.99% (800-899.99 points) (Good Course Scholarship)

C = 70-79.99% (700-799.99 points) (Satisfactory Course Scholarship)

D = 60-69.99% (600-699.99 points) (Marginal Course Scholarship)

F = below 60% (0-599.99 points) (Course Failure)

(In rare/valid instances an Incomplete (I) will be given if the appropriate conditions are met. The missing work must be completed in 30 days or the (I) will automatically become an F).

***I do not round grades up to the next grade at the end of the semester. Any requests for “bumping up” grades will not be given a reply.***

### **Posting of Grades:**

*Writing Assignment Grades will mainly post 72 hours after the due date has passed, or before that time when possible.*

*Final Course Grades will be submitted to the registrar usually within 48 hours after the course end date.*

## **TECHNOLOGY REQUIREMENTS AND SUPPORT**

### **Technology Requirements**

This course will use the A&M-Central Texas Instructure Canvas learning management system.

Logon to A&M-Central Texas Canvas [ <https://tamuct.instructure.com> ].

**Username:** Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)

**Password:** Your MyCT password

### **Technology Support.**

**For log-in problems, students should contact Help Desk Central.**

- 24 hours a day, 7 days a week
- Email: [helpdesk@tamu.edu](mailto:helpdesk@tamu.edu)
- Phone: (254) 519-5466
- [Web Chat](http://hdc.tamu.edu): [http://hdc.tamu.edu]

*Please let the support technician know you are an A&M-Central Texas student.*

For issues with **Canvas**, select “chat with Canvas support,” submit a support request to Canvas Tier 1, or call the Canvas support line: 1-844-757-0953, links to all are found inside of Canvas using the “Help” link.

For issues related to course content and requirements, contact your instructor (Dr. Nowell).

***Technology issues are not an excuse for missing a course requirement – make sure your computer is configured correctly and address issues well in advance of assignment and evaluation deadlines.***

## **COURSE AND UNIVERSITY PROCEDURES AND POLICIES**

### **Drop Policy:**

If you discover that you need to drop this course, you must contact or go to the Registrar’s Office and submit a completed [Drop Request Form](#). You can download this form at this URL

[[https://www.tamuct.edu/registrar/docs/Drop\\_Request\\_Form.pdf](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf)].

Professors (I) **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 returned, completed and signed. Once you return the signed form to the Registrar's Office and wait 24 hours, 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 any potential penalty for absence. Should you miss the deadline or fail to follow the procedure, and you do not appropriately participate in the course, 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 Office 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 Office 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/student-affairs/access-inclusion.html) web page [https://www.tamuct.edu/student-affairs/access-inclusion.html].

**Note:** To ensure that appropriate accommodations can be provided, students in this course who have registered with the Office of Access and Inclusion (OAI) and are in need of accommodations should present faculty with documentation of their need (i.e., the letter from the OAI) at least one week prior to the date an exam or assignment is due.

## **Important information for Pregnant and/or Parenting Students:**

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related 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. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit the [Student Affairs](https://www.tamuct.edu/student-affairs/index.html) web page [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines online](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf), please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

## **Tutoring:**

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus 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 have any other question, contact Academic Support Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at [deeadra.albertgreen@tamuct.edu](mailto:deeadra.albertgreen@tamuct.edu).

## **The University Writing Center:**

Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free workspace open to all TAMUCT students from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours in the University Library Monday thru Thursday from 6:00-9:00 p.m. This semester, the UWC is also offering online only hours from 12:00-3:00 p.m. on Saturdays.

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 [WOnline](https://tamuct.mywconline.com/) at [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu) for any assistance needed with scheduling.

Writing 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 UWC is here to help!

### **University Writing Center's (UWC) synchronous online writing tutoring services.**

The UWC's online services are really taking off as more and more students become aware of the great writing instruction available to them conveniently online. Using WOnline, students can work with trained UWC tutors via video and/or text chat from the comfort of their own homes! During the Spring 2020 semester, a tutor

trained to conduct synchronous online writing tutoring sessions will be available every hour the UWC is open. Please feel free to encourage your students to take advantage of our online services.

University Writing Center's (UWC) Video

[https://www.youtube.com/watch?v=PAIb\\_LyUqTQ&feature=youtu.be](https://www.youtube.com/watch?v=PAIb_LyUqTQ&feature=youtu.be). This will provide you with a brief introduction to the UWC and its services.

If you have any questions and/or concerns about synchronous online writing tutoring, feel free to email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto: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 85,000 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 24 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](http://tamuct.libguides.com/index) [http://tamuct.libguides.com/index].

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## A Note about Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/departments/compliance/titleix.php) [https://www.tamuct.edu/departments/compliance/titleix.php].

The following schedule is subject to change at the instructor's discretion, to facilitate class members' learning needs/pace. You will be notified of any grade affecting changes prior to the changes.

### COURSE SCHEDULE

**Weekly graded assignments are due in a Canvas dropbox by specific days and times that may vary.  
Be sure to remain aware when each graded assignment is due**

MODULE DATES	DISCUSS./ASSIGN./ACTIV.	READINGS/GRADED ASSIGNMENTS
<b>Week 1</b> <b>13-19 January</b>	<b>Orientation &amp; Internship Guidance</b>	
<b>20 January</b> <b>Martin Luther King Day</b> <b>Campus Closed</b>	<b>No Classes This Monday</b>	<b>No Classes This Monday</b>
<b>Week 2</b> <b>20-26 January</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-2 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 3</b> <b>27 January-2 February</b>	<b>Report on and Discuss Previous Week's Internship Experiences Readings</b>	<b>1. Week-3 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 4</b> <b>3-9 February</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-4 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 5</b> <b>10-16 February</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-5 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 6</b> <b>17-23 February</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-6 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 7</b> <b>24 February-1 March</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-7 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 8</b> <b>2-8 March</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-8 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>SPRING BREAK WEEK</b> <b>9-15 March</b>	<b>No Class This Week</b>	<b>No Class This Week</b>

<b>Week 9</b> <b>16-22 March</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-9 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 10</b> <b>23-29 March</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-10 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 11</b> <b>30 March-5 April</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-11 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 12</b> <b>6-12 April</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-12 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 13</b> <b>13-19 April</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-13 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 14</b> <b>20-26 April</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-14 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 15</b> <b>27 April-3 May</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-15 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday)
<b>Week 16</b> <b>4-7 May</b> <b>Tuesday is our Last Class Meeting Day</b>	<b>Report on and Discuss Previous Week's Internship Experiences</b>	<b>1. Week-16 Internship Reaction Journal</b> (due in its Canvas dropbox by 11:59 Sunday) <b>2. Internship Supervisor Report</b> (due in its Canvas dropbox by 11:59 Sunday)

Dr. Nowell will accept late assignments. After an assignment deadline has passed, there is a 10% earned-grade reduction per day that an assignment is late. Missed assignments can still be submitted after being 5 days late (until midnight of the last day of this course), for 50% of the grade points that would have been earned if the assignment were submitted before its deadline.

### **Important Spring Semester 2020 Dates & Deadlines**

**January 13, First day of classes**

**January 15, Deadline for Add, Drop, and Late Registration for 16- and First 8-Week Classes**

**January 20, Martin Luther King Jr. Day, CAMPUS CLOSED**

**January 29, Last day to drop 16-week classes with no record**

**February 21, Last day to drop a 1st 8-week class with a Q or withdraw with a W**

**March 6, End of 1st 8-week classes**



**March 9-15 SPRING BREAK WEEK (No Classes – Administrative Offices Open)**

**March 16, First day of 2nd 8-week classes**

**March 16, Add/Drop/Late Registration begins, 2nd 8-week classes**

**March 18, Add/Drop/Late Registration ends, 2nd 8-week classes**

**March 23, Last day to drop 2nd 8-week classes with no record**

**April 3, Last day to drop with a Q or withdraw with a W (16-week classes)**

**April 24, Last day to drop a 2nd 8-week class with a Q or withdraw with a W**

**May 8, Last day to withdraw from the University (16-week and 2nd 8-week classes)**

**May 8, Last day to file for Degree Conferral (Registrar's Office)**

**May 4-8, Finals Week**

**May 8, End of Spring Semester**

**May 9, Spring Commencement Ceremony**

**June 1, Summer Semester Courses Begin**

## **How to find Peer Reviewed Articles**

Psychological journal articles are the best source of Subject Matter Expert (SME) information to use to support what you write in your Reaction Journal Assignments. If you choose to include that sort of SME information in your RJ Assignments, be sure to use the most pertinent information from the peer reviewed article, if you choose to do this. If you choose to include peer-reviewed material, you can use the following guideline to retrieve peer-reviewed articles from the online library at TAMU-CT.

1. **University Library Online:** Click or use this URL in your browser <http://tamuct.libguides.com/index>
2. Click: A-Z Databases (left side of page)
3. Choose your database. For example, scroll way down to "P" and choose Psychology and Behavioral Sciences Collection
4. The next step may ask you to login using normal log in credentials, if you are off campus.
5. Type in search topic in top box just under the name of the data base. For example for Module 1, you may type in: Premarital Sex
6. It is VERY IMPORTANT that before you hit search that you check the box that says: **Peer Reviewed** AND the box that says: **Full Text** under the section called Limit Results
7. Click Search. This should bring up various peer-reviewed articles for your review.
8. If you don't find any relevant articles, try a different search word.
9. Please keep a copy of the article on your desktop or at least know how to retrieve it again should I ask you to provide the article to me through e-mail when I begin grading.
10. Cite the article in your reference list as you compose your discussion using APA formatting. If you don't already know APA formatting, view the information found to the left in this link about **in-text citations** (within the body of your discussion) and **Reference List: Articles in Periodicals:**  
<https://owl.english.purdue.edu/owl/resource/560/01/>