Cowell 184A-B-C
“Leadership and Institution Building”
2012-13

CONTACT INFORMATION
Instructor of Record
Richard Hughey, Vice Provost and Dean of Undergraduate Education
Email: rph@ucsc.edu Phone: 459-4908 (Mackenzie Aluffi, mfaluffi@ucsc.edu, and for appts)

Course Coordinator
Barbara Silverthorne, Career Center Director
Email: bsilver@ucsc.edu Phone: (831) 459-3973

cuipteach@ucsc.edu: use this address for informing the instructor, course coordinator, and the CUIP coordinator, of absences, class related questions, and other course related logistics.

CLASS TIME AND LOCATION
Monday evenings, 5-6:45 pm in the Bay Tree Conference Center, Cervantes & Velasquez Room.

The fall, winter, and spring courses are required of all interns in the Chancellor’s Undergraduate Internship Program (CUIP). The 2-unit courses are P/NP only. During Fall quarter, 184A meets every Monday, except holidays, and during its Finals Week time slot. During Winter quarter, 184B meets every other Monday and does not meet during Finals Week. During Spring quarter, 184C meets every other Monday and also during its Finals Week time slot.

COURSE OBJECTIVES
The course objectives are to:
• Enhance the educational value of your CUIP internship by ensuring that you reflect on the context for, the goals of, and the potential impact of your project activities and its outcomes.
• Develop your communication and leadership skills in the context of your internship and through collaboration with your CUIP colleagues.
• Develop an understanding of the complexities and context of UCSC as an institution.
• Develop an understanding of how your projects contribute to UCSC’s mission and effectiveness.

THEORY AND STRUCTURE OF THE COURSE
The course is a workshop in which the interns, visitors, and course coordinators each contribute their expertise and experience. Class meetings will vary in format during each of the terms. Some meetings will include presentations and discussions focused on the assignments related to your internships. On other evenings there will be presentations by campus administrators and discussion about current issues at UCSC. Some meetings will be devoted to “check ins” on your experiences in your internships. At the end of each term, class meetings will be devoted to formal presentations of your projects. Your mentors are expected to attend your presentations.

The Winter syllabus is below. The final project of the Winter term is a formal project progress report. The final project for the Spring term is a “success story” that reflects upon the outcomes of the year. The class will conclude with a final presentation of your project.

COURSE REQUIREMENTS
• Regular attendance at class meetings; timely arrival and engagement during the meetings.
• Submission of a formal project proposal and plan (Fall), formal progress report (Winter), and final reflection and project description (Spring).
• Completion of various short assignments.
• Formal presentations of Project Proposal (Fall) and Project Report (Spring).
# Course Syllabus for Winter 2013

Class 5:00-6:45 PM, Mondays  
Meeting Place – Bay Tree Bldg. Cervantes & Velasquez Conference Room  
(See [http://intern.ucsc.edu/cuip](http://intern.ucsc.edu/cuip))

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<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tr>
<td>January 7</td>
<td>NO CLASS – Instruction begins</td>
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| January 14    | Undergraduate Retention  
Alma Sifuentes  
Dean of Students / AVC Campus Life                                    |
| January 21    | NO CLASS – Martin Luther King – HOLIDAY                                           |
| January 28    | Project Check-in  
Project updates, with focus on difficulties and successes, from each student   |
| February 4th  | NO CLASS                                                                         |
| February 11   | Campus Stewardship  
Sarah Latham  
Vice Chancellor Business and Administrative Services  
John Barnes  
AVC Physical Planning & Construction/Campus Architect |
| February 18   | NO CLASS – Washington’s Birthday – HOLIDAY                                        |
| February 25   | Conflict Resolution  
Nancy Heischman  
Director, Campus Conflict Resolution Services |
|               | Discussion of Project Reports  
Selection of Problems for March 11 Analysis                                       |
| March 4       | NO CLASS                                                                         |
| March 11      | Analysis of Problems  
Small interest groups study a problem and present approaches to solutions.      |
| March 18      | NO CLASS, Instruction ends  
Finals week – Tuesday 19th to Friday 22nd                                         |

## IMPORTANT DATES

Progress report is due Wednesday, March 20, 7:30 PM (e.g., when the final would be scheduled were we to have one). Include the project abstract from your Fall quarter project proposal, a numbered list of the objectives from the proposal and any new objectives. Then, divide the objectives into one of three categories: Completed Objectives, Objectives in Progress, and Objectives Discarded. Within each category, individually discuss each objective within that category, including difficulties, successes, and plans.