

**The Ohio State University  
Colleges of the Arts and Sciences New Course Request**

**Art Education**

Academic Unit

**Art Education**

Book 3 Listing (e.g., Portuguese)

**Art Education 889.03 Internship in Museum Education**

Number	Title	G	1-16 hours
<b>Museum Education Intern</b>		<b>G</b>	<b>1-16 hours</b>
18-Character Title Abbreviation	Level	Credit Hours	
Summer	Autumn	Winter <b>x</b>	Spring
Year <b>2008</b>			

Proposed effective date, choose one quarter and put an "X" after it; and fill in the year. See the OAA curriculum manual for deadlines.

**A. Course Offerings Bulletin Information**

Follow the instructions in the OAA curriculum manual. If this is a course with decimal subdivisions, then use one New Course Request form for the generic information that will apply to all subdivisions; and use separate forms for each new decimal subdivision, including on each form the information that is unique to that subdivision. If the course offered is less than a quarter or a term, please complete the Flexibly Scheduled/Off Campus/Workshop Request form.

Description (*not to exceed 25 words*): **Supervised experience a museum or public gallery that provides educational services. Assignments may include the preparation of interpretive and/or curriculum materials, acting as a docent in museum educational programs, communication and cooperation with school and/or community partners, etc**

Quarter offered: **SU,AU,WI,SP** Distribution of class time/contact hours: **10/wk at placement site**

Quarter and contact/class time hours information should be omitted from Book 3 publication (yes or no):

Prerequisite(s): **permission of instructor**

Exclusion or limiting clause:

Repeatable to a maximum of 16 credit hours.

Cross-listed with:

Grade Option (Please check): Letter  S/U  Progress  What course is last in the series? \_\_\_\_\_

Honors Statement: Yes  No  GEC: Yes  No  Admission Condition  
 Off-Campus: Yes  No  EM: Yes  No  Course: Yes  No   
 Embedded Honors Statement: Yes  No

Other General Course Information:

(e.g. "Taught in English," "Credit does not count toward BSBA degree.")

**B. General Information**

Subject Code \_\_\_\_\_ Subsidy Level (V, G, T, B, M, D, or P) \_\_\_\_\_  
 If you have questions, please email Jed Dickhaut at [dickhaut.1@osu.edu](mailto:dickhaut.1@osu.edu).

1. Provide the rationale for proposing this course:

**In order to differentiate among different kinds of field experience, the Art Education department is adding new sub-Section numbers for each type of field experience which graduate students may pursue. This internship experience is part of a recently created set of courses in museum education and will now carry the specific number of AE 889.03 and be identifiable on student transcripts.**

2. Please list Majors/Minors affected by the creation of this new course. Attach revisions of all affected programs.

This course is (check one):  Required on major(s)/minor(s)  A choice on major(s)/minors(s)  
 An elective within major(s)/minor(s)  A general elective:

3. Indicate the nature of the program adjustments, new funding, and/or withdrawals that make possible the implementation of this new course.  
**This is not entirely a new course—but rather a distinctly labeled option within a previously general internship placement course. This will provide students with more specific notation on their transcripts. Existing faculty will continue to supervise internships.**

4. Is the approval of this request contingent upon the approval of another course?

Yes  No  List: AE 889, AE 889.01, AE 889.02, /

5. If this course is part of a sequence, list the number of the other course(s) in the sequence.

6. Expected section size: \_\_\_\_\_ Proposed number: \_\_\_\_\_

7. Do you want prerequisites enforced electronically (see OAA)?

8. This course has been discussed with and has the concurrence of the \_\_\_\_\_ course or with academic units having directly related interest. Not Applicable

889.03  
new

9. Attach a course syllabus that includes a topical outline, course objectives, off-campus field experience, methods, and OAA curriculum manual and e-mail to [ascurofc@osu.edu](mailto:ascurofc@osu.edu).

**Approval Process** The signatures on the lines in ALL CAPS (e.g. ACADEMIC UNIT) are required.

	Printed Name	Date
1. Academic Unit Undergraduate Studies Committee Chair	Carndace Stout	5/30/07
2. Academic Unit Graduate Studies Committee Chair	Patricia Stuhr	5/30/07
3. <b>ACADEMIC UNIT CHAIR/DIRECTOR</b>	Printed Name	Date
4. After the Academic Unit Chair/Director signs the request, forward the form to the ASC Curriculum Office, 105 Brown Hall, 190 West 17 <sup>th</sup> Ave. or fax it to 688-5678. Attach the syllabus and any supporting documentation in an e-mail to <a href="mailto:ascurofc@osu.edu">ascurofc@osu.edu</a> . The ASC Curriculum Office will forward the request to the appropriate committee.		
5. <b>COLLEGE CURRICULUM COMMITTEE</b>	Printed Name	Date
6. <b>ARTS AND SCIENCES EXECUTIVE DEAN</b>	Printed Name	Date
7. Graduate School (if appropriate)	Printed Name	Date
8. University Honors Center (if appropriate)	Printed Name	Date
9. Office of International Education (if appropriate)	Printed Name	Date
10. <b>ACADEMIC AFFAIRS</b>	Printed Name	Date

College of the Arts  
889.03 generic syllabus  
1-16 credits  
AU, WI, SP, SU

The Ohio State University  
Art Education Department

### Internship in Museum Education

**Course Description:** Supervised experience within a museum or public gallery that provides educational services. Specific responsibilities and work experiences to be determined through mutual agreement between the student and the hosting organization with the approval of a faculty advisor. Assignments may include the preparation of interpretive and/or curriculum materials, acting as a docent in museum education programs, assistance in grant-writing and fundraising activities; communication and cooperation with school and/or community partners, etc.

**Course Objectives:** Through this internship experience, students will...

- understand the value of integrating the arts with other subject areas to improve museum visitor understanding and appreciation
- develop critical and creative thinking skills
- explore museum practices as integrative tools in school and college curriculum development
- become familiar with a range of museum education issues
- become familiar with issues in contemporary museum practice related to diversity and inclusion
- develop a research project, the results of which will be of value to the host institution.

**Course Requirements and Procedures:** Students engaged in a museum education internship will work for up to ten hours per week with a faculty advisor as well as an identified mentor at the host institution. The intern will be prepared to provide services to the host institution, but will also be required, in consultation with the faculty advisor and the host mentor, to design and implement a research project that will be of benefit to the host institution and relevant to the student's research or professional interests.

Participating interns will write daily reflections, to be submitted by email to the host mentor and the internship coordinator. Interns will make themselves available to assist in the daily work of the museum's education department, and will set up appointments to speak to museum employees in other departments. These interviews should be the subject of written reflections by the intern and shared with the host mentor and the faculty advisor.

The final project will consist of a research study that will benefit the host institution and meet the research interests of the intern. Interns are encouraged to develop studies that engage the museum's local community, thus contributing to community support for the museum. The host mentor may also suggest a project that involves program development or the production of interpretive materials.

**Course Evaluation:** The course is evaluated upon the goals and objectives determined at the outset. The course is graded as S/U.

**Statement on Academic Integrity and Misconduct—**

The values that underpin the concept of academic integrity go beyond simply not cheating or plagiarizing. Embracing these values mean that you are responsible for your own learning; you have an obligation to be honest with yourself and others; and you have the responsibility to treat other students, your professors, and internship hosts with respect and fairness.

Academic Misconduct, as defined by rule 3335-31-02 in the student code of conduct, involves "any activity which tends to compromise the academic integrity of the institution, or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination.

- *Students with special needs/ Disability Services*

Students with disabilities that have been certified by the Office for Disability Services will be appropriately accommodated, and should inform the instructor as soon as possible of their needs. The Office for Disability Services is located in 150 Pomerene Hall, 1760 Neil Avenue; telephone 292-3307, TDD 292-0901; <http://www.ods.ohio-state.edu/>.