New Course Request

Course Title: Art History Internship

Indiana University

Raclin School of the Arts-Visual Arts

School/Division

A448

Course Number: 4440

Academic Subject Code: FINA

Credit Hours: Fixed at 1 or Variable from 1 to 4

Is this course to be graded S-F (only)? Yes ___ No X

Variable title approval being requested? Yes ___ No X

Course description (not to exceed 50 words) for Bulletin publication:

An internship within a museum or cultural organization where the student is participating in curatorial, education or administrative Art History-related responsibilities. Application for an Art History internship includes a formal proposal and documentation from the host institution on the nature of the activity to be performed by the student.

Lecture Contact Hours: Fixed at 0 or Variable from to

Non-Lecture Contact Hours: Fixed at or Variable from 50 to 200 per semester

Estimated enrollment: individual of which percent are expected to be graduate students.

Frequency of scheduling: on-going Will this course be required for majors? no

Justice for new course: offer internship option for art-history credit

Are the necessary reading materials currently available in the appropriate library? Yes

Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.

A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by: Karen Ackoff Date 11/8/05

Department Chairman/Division Director

Dean

Approved by: Thomas Hill Date 2.10.06

Dean

Chancellor/Vice-President

University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

UPS 721 University Enrollment Services Final—White; Chancellor/Vice-President—Blue; School/Division—Yellow; Department/Division—Pink; University Enrollment Services Advance—White.
FINA A4?? Proposal for Art History Internship

Rationale:
Art Museums and cultural institutions offer curatorial, educational and administrative experience which enable students to apply theoretical and intellectual concepts learned in the classroom. Such experience can play a crucial role in the academic growth of a student and within specific parameters, justifies granting academic credit.

Guidelines:
In order to ensure that the internship will warrant Art History credit, the following guidelines will be implemented.

- Students should have junior or senior standing and have met the prerequisites for 400-level Art History courses (A109, A101 and A102).
- An Art History faculty advisor will approve and supervise the internship. The internship should have a direct relationship to the discipline of Art History.
- The host institution will have a responsible contact person, who will work with the student to prepare an internship proposal and write an evaluation of the student’s performance at the end of the program.
- The internship proposal will act as a contract with the student and should describe in detail what the student’s duties and responsibilities will be, the number of hours of work and other relevant information such as special projects. (It is expected that each credit hour will require approximately 50 hours of work over a fifteen week term).
- At the end of the internship, the student will need to provide an evaluation by the host institution of the work performed and a written report of their project(s). This may be a formal report or a research paper based on the information gathered during the internship. Any documents produced by the students in the performance of their duties can also be added to the report as supporting evidence.
- The report and appended material will be reviewed by the Art History faculty advisor for approval and assignment of a grade.

NOTES:
- Some institutions offer formal internship programs which invite student participation or applications. It is also possible for students to propose internships of their own devising, tailored to their own interests and career goals. Such initiatives are encouraged but, in addition to a formal proposal, students are responsible for obtaining written agreement with the organization or company sponsoring them before an internship can be approved.

- For the purpose of fulfilling program requirements such as a Minor concentration, this course would count as a Topics course (T).