

7 **Sense of the Senate Resolution**
8 **Guidance on Implementation of EO 1064 Student Internships,**
9 **Service Learning, and Off-Campus Learning Experiences**
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- 11 Rationale CSU Executive Order 1064 "...recognizes the beneficial educational purpose of
12 student internships, as well as the need to maximize the educational experience
13 while mitigating the risks to participants and minimizing the university's liability
14 exposure;" and requires each campus "to develop, implement, maintain and
15 publish a student internship policy governing internships where the university
16 makes the placement". In response to this executive order, SJSU developed
17 S16-4: University Policy, Internships, Service Learning, and Off-Campus
18 Experiences. In spring 2017, S16-14, was amended, Amendment A, to allow
19 student self-placement for internships, service learning and off-campus
20 experiences bypassing the University-Organization Agreement process which
21 could delay students' progress towards their degree and prevent access to
22 valuable learning experiences. Amendment A, developed in consultation with the
23 Chancellor's Office, was passed at the Academic Senate meeting on March 13,
24 2017. Following the passage of Amendment A, the Chancellor's Office Risk
25 Manager informed the Curriculum and Research Committee that the vendor for
26 the insurance coverage for students and the CSU campuses (SAFECLIP) would
27 ONLY cover students engaged in internships where a UOA was fully executed.
- 28 Whereas During the Summer of 2017 the Chancellor's Office informed the SJSU
29 community that all internships must have a University Organization Agreement
30 (UOA) in place in advance of enrollment or students will not be covered by
31 SAFECLIP; and
- 32 Whereas Progress to degree for students in programs with internship/observation
33 requirements can be significantly delayed by the recent interpretation from the
34 Chancellor's Office regarding the timing of the UOA; and
- 35 Whereas The Academic Senate of San Jose State University acknowledges the
36 importance of internships, service learning, and other off-campus experiences as
37 educational "high impact practices";
- 38 Whereas EO 1064 embraces this spirit but San Jose State University is now severely
39 hampered in its ability to offer this high impact educational method; therefore be
40 it
- 41 Resolved That the Academic Senate of San Jose State University requests Chancellor's
42 Office provide flexibility and options that will allow students to enroll in
43 internship/observation coursework once a UOA is in progress; and be it further

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Resolved That Chancellor's Office allow students to purchase SAFECLIP or equivalent packages without a UOA in place or allow students to submit a waiver; and be it further

Resolved That the Academic Senate of San Jose State University requests the Chancellor's Office clarify if a UOA is needed for SJSU students completing internships at other California campuses of Higher Education; and be it further

Resolved That the Academic Senate of San Jose State University requests financial support from the Chancellor's Office to implement and maintain UOAs on the San Jose State University campus; and be it further

Resolved That the Chancellor's Office provide additional options and clear guidance to implement EO 1064; and be it further

Resolved That the Academic Senate of San Jose State University requests that the Statewide Academic Senate work with the Chancellor's Office to coordinate and support the process used among the CSU campuses to comply with EO 1064; and be it further

Resolved That this Sense of the Senate resolution be distributed to the California State University Chancellor, to all campus Academic Senates, the Chair of the Academic Senate of the CSU, the California Faculty Association, and SJSU Faculty.

Curricular Impact: The current information that SAFECLIP is only available to students completing an internship where a current UOA is in place severely compromises the use of this best practice educational method

Financial Impact: Very closely tied to the Workload Impact. If the current requiring for a UOA to be in place for every internship site, departments/programs will need additional workforce to implement and maintain this requirement

Workload Impact: Workload impact will be closely tied to the following factors (from S16-14):

- the number of students enrolled in a given department's internship program (*the more students, the greater the workload*)
- the total number of organizations at which the department's students are interning (*the more organizations involved, the greater the workload*)
- what percentage of the organizations that a department is working with already have a nonexpired UOA on file (*the more new UOAs that have to be secured, the greater the workload*)
- to what extent new organizations in the process of signing a UOA request changes/amendments to their agreements (*the more changes required, the greater the workload*)