

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 S16-14: University Policy, Internships, Service Learning, and Off-Campus  
18 Experiences. This policy refers to internships, service learning, and off-campus  
19 experiences used for university credit. In spring 2017, S16-14, was amended,  
20 Amendment A, to allow student self-placement for internships, service learning  
21 and off-campus experiences bypassing the University-Organization Agreement  
22 process which could delay students' progress towards their degree and prevent  
23 access to valuable learning experiences. Amendment A, developed in  
24 consultation with the Chancellor's Office, was passed at the Academic Senate  
25 meeting on March 13, 2017. Following the passage of Amendment A, the  
26 Chancellor's Office Risk Manager informed the Curriculum and Research  
27 Committee that the vendor for the insurance coverage for students and the CSU  
28 campuses (SAFECLIP) would ONLY cover students engaged in internships  
29 where a UOA was fully executed.
- 30 Whereas During the Summer of 2017 the Chancellor's Office informed the SJSU  
31 community that all internships must have a University Organization Agreement  
32 (UOA) in place in advance of enrollment or students will not be covered by  
33 SAFECLIP; and
- 34 Whereas Progress to degree for students in programs with internship/observation  
35 requirements can be significantly delayed by the recent interpretation from the  
36 Chancellor's Office regarding the timing of the UOA; and
- 37 Whereas The Academic Senate of San José State University acknowledges the  
38 importance of internships, service learning, and other off-campus experiences as  
39 educational "high impact practices";
- 40 Whereas EO 1064 embraces this spirit but San José State University is now severely  
41 hampered in its ability to offer this high impact educational method; therefore be  
42 it

- 43 Resolved That the Academic Senate of San José State University requests Chancellor's  
 44 Office provide flexibility and options that will allow students to enroll in  
 45 internship/experiential coursework once a UOA is in progress; and be it further
- 46 Resolved That Chancellor's Office allow students to obtain SAFECLIP or equivalent  
 47 packages without a UOA in place or allow students to submit a waiver; and be it  
 48 further
- 49 Resolved That the Academic Senate of San José State University requests the  
 50 Chancellor's Office clarify if a UOA is needed for SJSU students completing  
 51 internships at other California campuses of Higher Education; and be it further
- 52 Resolved That the Academic Senate of San José State University requests that the  
 53 Chancellor's Office work with the Statewide Academic Senate to coordinate and  
 54 support the process used among the CSU campuses to comply with EO 1064,  
 55 such as maintaining a list of approved sites and government agencies; and be it  
 56 further
- 57 Resolved That the Academic Senate of San José State University requests financial  
 58 support from the Chancellor's Office to implement and maintain UOAs on the  
 59 San José State University campus; and be it further
- 60 Resolved That this Sense of the Senate resolution be distributed to the California State  
 61 University Chancellor, to all campus Academic Senates, the Chair of the  
 62 Academic Senate of the CSU, the California Faculty Association, and SJSU  
 63 Faculty.
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- 65 Approved: 10/02/2017  
 66 Vote: 9-0-0  
 67 Present: Anagnos, Bacich, Cargill, Heil, Liu, Matoush, Rodan, Schultz-Krohn,  
 68 Stacks  
 69 Absent: Buzanski, Chung, De Guzman  
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- 71 Curricular Impact: The current CSU requirement that SAFECLIP is only available to students  
 72 completing an internship where a current UOA is in place severely  
 73 compromises the use of this best practice educational method
- 74 Financial Impact: Very closely tied to the Workload Impact. If the current requirement for a  
 75 UOA to be in place for every internship site, SJSU will need additional  
 76 workforce to implement and maintain this requirement
- 77 Workload Impact: Workload impact is closely tied to the following factors (from S16-14):  
 78 • the number of students enrolled in a given department's internship  
 79 program (*the more students, the greater the workload*)  
 80 • the total number of organizations at which the department's  
 81 students are interning (*the more organizations involved, the greater*  
 82 *the workload*)  
 83 • what percentage of the organizations that a department is working  
 84 with already have a nonexpired UOA on file (*the more new UOAs*  
 85 *that have to be secured, the greater the workload*)

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- 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*)