



**SUMMER 2016 GRADUATE PROGRAM IN PUBLIC POLICY  
AT THE ARCHER CENTER  
WASHINGTON, D.C.**

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**Washington Internship Course Syllabus**

**Archer Center Professor:**

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Course Pre-requisites, Co-requisites and/or Other Restrictions

Acceptance into the Archer Center Graduate Program in Public Policy.

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**Course Description:**

This course consists of an approved internship in a governmental or non-governmental organization in Washington, D.C. Students must secure this internship themselves, but will receive continual advice and contacts from the Archer Center. Some internships will be at places where Archer Fellows have completed internships during previous semesters. Archer alumni will be available to provide additional contacts, advice and assistance. Students will gain a wide range of experiences from these internships. They will acquire and utilize the interpersonal skills necessary to function effectively in an office environment. They will become more conversant with the substantive issues on which their office focuses and they will, by necessity, learn the time-management, priority-setting and other skills necessary to meeting the work and classroom demands of the Graduate Program in Public Policy.

**Student Learning Objectives/Outcomes:**

Students will be able to handle themselves professionally in a non-academic, work environment.

Students will be able to manage their time in order to meet diverse demands.

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Students will be able to discuss what they learned about the substance of the issues upon which they focused during their internship.

Students will be able to talk about all of the above in a way that allows them to both learn from each other while also teaching their classmates.

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**Required Course Readings** (available on Canvas):

Plato, Allegory of the Cave, excerpt from Book VII of *The Republic*

James Madison, excerpt from *Federalist 51*

Walt Whitman, "Stronger Lessons" from *Leaves of Grass*

Harry Truman, "The Right to Health Insurance"

Ronald Reagan, "Economic Bill of Rights"

NOTE: Students will be required to relate above readings to their individual internships. These readings will be part of discussions, with journals assigned as seems appropriate.

**Required Textbooks and Materials:**

Vary as required by each internship.

**Suggested Course Materials:**

Vary as required by each internship.

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**Assignments & Academic Calendar:**

The timing of individual internship will generally reflect the Academic Calendar of the Archer Graduate Program in Public Policy classes, but may vary. The variation will not be significant. Some may begin before or after the first scheduled class, and some may continue after the end of classes. The place of internship determines this schedule, but usually the time difference is not more than a week.

Throughout the semester, during a brief time period (15-20 minutes) taken periodically in one or more of your classes, you will discuss tips, thoughts, and observations about your internships. Among the prime goals is to capture and disseminate useful tips, and to identify and address any problems that may exist.

**Tues., May 24th:      Introductory Meeting with Dr. Joel Swerdlow**  
**10:45 am              Lecture: How to Read a Monument**  
Location: Hirshhorn Museum & Sculpture Garden & Various  
Monuments in DC

**Mon., June 13th:      Complete and submit the Internship Survey** (attached) to Steve  
Alvarez and to Dr. Joel Swerdlow.

**June 13th – 24th: Individual Mid-Semester Review Meetings with Dr. Swerdlow**  
\*Sign up information provided in advance  
Time: 15-20 minute meetings  
Location: The Archer Center

Dr. Swerdlow is available throughout the semester for conversation and meetings regarding specific student internship experiences and interests.

**Sat., June 25th: Lecture: How to Read a Museum**  
**10:00 am**  
Location: Newseum (meet at the Group Entrance)  
NOTE: Your ticket to the Newseum allows you to visit at no charge all weekend

**Sat., July 23rd: Final Group Discussion about Internship Experience with Dr. Swerdlow**  
**10:00 am**  
Location: Hirshhorn Museum & Sculpture Garden

**Various Dates:** Experiences and ideas from internships are part of class discussions.

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**Grading Policy:**

Students who successfully complete their internship and meet all other requirements will receive credit for this six hour internship course. Students who fail to do so will not receive credit for the six hour internship course.

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**Course & Instructor Policies:**

Students are expected to meet the requirements of the office at which they have an internship, to meet all internship-related requirements of the Graduate Program in Public Policy, and to conduct themselves according to University rules. Excuses for compelling personal or work-related reasons must be granted *beforehand*. Unexcused absences or failure to meet requirements will result in a student not receiving credit for the internship course.

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## Summer 2016 Graduate Program in Public Policy Internship Survey

NAME: \_\_\_\_\_

INTERNSHIP: \_\_\_\_\_

1. What is the principal goal of the organization for which you work?
2. What are your duties and responsibilities?
3. Who is your immediate supervisor (include position)?
4. With whom do you most closely work on a daily basis?
5. To date, what are your most important accomplishments?
6. What are you learning?
7. Has anything surprised you?
8. Does anything from your internship either confirm or challenge what you are learning in your Archer Center graduate class?
9. What modifications would make this internship a better experience for you?

**Please complete on or before June 13th, 2016 and return to Steve Alvarez ([salvarez@utsystem.edu](mailto:salvarez@utsystem.edu)) and Joel Swerdlow ([joel@jswerdlow.com](mailto:joel@jswerdlow.com)).**