

CONR 643: PRACTICUM IN CONFLICT RESOLUTION SYLLABUS (Online Course)

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About the University:

ACU Mission Statement: The mission of Abilene Christian University is to educate students for Christian service and leadership throughout the world.

College of Arts and Sciences Mission Statement: The mission of the College of Arts and Sciences is to educate students for worldwide Christian service and leadership through programs of study and other learning experiences that blend a liberal arts education with professional and career education.

Department of Conflict Resolution Mission Statement: The mission of the Department of Conflict Resolution is to equip and motivate students to be active peacemakers and ministers of reconciliation.

Course Content

Eligibility

To enroll in the Practicum course, you must have completed:

1. CONR 605 – Negotiation and Mediation (6 credit-hours)
2. Residency Session.
3. Nine (9) additional credit hours in the MACRR program at ACU

Practicum Requirement for students in the Master of Arts in Conflict Resolution

6 Credit Hours (can be configured in three ways):

- Two 3 credit-hour practicum projects (the student participates in two separate projects)
- One 3 credit-hour practicum project and completion of the optional residential course, CONR 645 – “Practical Skills and Theory in Conflict Resolution” (can only be taken once)
- One 6 credit-hour practicum project (the student participates in one project)

Note: The Practicum course (3 or 6 credit hour) lasts one “long” semester (Fall, Spring, or Summer)

As a general guideline, your practicum project should:

1. Add to your experience and ability as a peacemaker,
2. Promote conflict resolution within an existing organization, and/or
3. Promote the profession and scholarly field of conflict resolution

Time and Activity Requirements

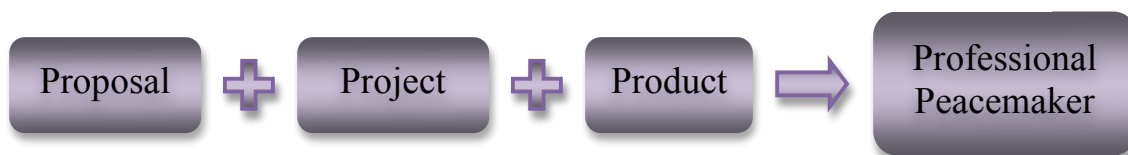
3 Credit Hours of Practicum = 125 clock hours (minimum) in project activities.

6 Credit Hours of Practicum = 250 clock hours (minimum) in project activities.

Catalog Description: A graduate-level practicum tailored to meet the individual interests of the student and to utilize the student's God-given, unique talents in advancing the field of conflict resolution. The student will invest a minimum of 125 clock hours per 3 credit hours to fulfill the practicum requirements. A faculty member with appropriate credentials will supervise each student.

Course Summary: This course will help prepare students to serve as professional peacemakers through the activities of conflict management. The practicum is an independent study/project that may be comprised of, but not limited to training, mediation, research, literature review, contact time with subjects of the study, writing time, etc. The student is responsible for submitting a written proposal and presenting it to the student's faculty advisor for consideration. The practicum project must be one that furthers the student's understanding of the field of conflict resolution and, if possible, contributes to the promotion of that field.

The course experience can be summarized by using three "P's" (see figure below). Each student begins by presenting a **P**roposal, which must be approved before the student may move on to the second phase of the course. The **P**roject is complete over the course of one "long" semester (i.e., two online "sessions"). As each student completes the practicum, he or she must present a **P**roduct (paper, presentation, etc.) to show evidence of the learning that has taken place over the course of the practicum. This process is designed to showcase acquired skills and knowledge along with the further development of God-given talents and abilities to produce a professional peacemaker.



Course Outline:

General Requirements – Practicum students will be required to:

- Submit a practicum proposal for approval at least a week before the semester begins.
- Create and complete a practicum project that fulfills the required clock hours.
- Maintain weekly contact with faculty advisor.
- Submit a monthly (minimum) progress report to faculty advisor.
- Arrange for at least two progress reports from On-Site Supervisor (if applicable).
- Submit a Final Product and a Project Reflection as evidence of the learning that has taken place through the practicum experience.

- Complete the practicum project within one “long” semester (Fall, Spring, Summer).

Step 1: Practicum Proposal – Each student will create and submit a practicum proposal that includes:

- Name, current title/position, working title, setting, and description of the proposed project.
- Justified need for the project being proposed.
- Goals and objectives of the proposed project.
- Methodology of how the student will complete required hours with the proposed project.
- Contact information for an On-Site Supervisor (if applicable).

Step 2: Approval and Commencement of Project – The student will:

- Receive feedback and constructive comments about their practicum proposal from their faculty advisor (if applicable).
- Receive approval for their practicum project at the faculty advisor’s discretion.
- Enroll in CONR 643, and begin the project after approval from the faculty advisor.
- Maintain regular (weekly) contact with faculty advisor providing periodic (monthly) progress reports about the practicum project.
- Maintain a log of hours meeting the Department’s standards that documents hours devoted to the project.

Step 3: Completion – The student will:

- Submit time logs, progress reports, and any other relevant materials to validate time spent in the completion of the practicum project.
- Submit a final product (paper, presentation, report, etc. determined in conjunction with the faculty advisor) that details the learning experience of the student and how the project promoted the field of conflict resolution.
- Be encouraged to submit the final product as an entry in his or her ePortfolio.
- Submit a Project Reflection to show the connection(s) the student has made between the Practicum Project, the CR program, and the field of Conflict Resolution as they apply to the students’ personal and professional goals.

Texts, Readings, and Supplements

There are no required texts, readings, or supplements for this course.

Scripture Related to Course Content: “All this is from God, who reconciled us to himself through Christ and gave us the ministry of reconciliation: that God was reconciling the world to himself in Christ, not counting men's sins against them. And he has committed to us the message of reconciliation. We are therefore Christ's ambassadors, as though God were making his appeal through us.” – II Corinthians 5: 18-20
 “We have different gifts, according to the grace given us.” – Romans 12:6a

Course Learning Outcome: This course will help prepare students to serve as professional peacemakers through the activities of conflict management.

Grading Criteria

Weight of All Graded Elements:

Assignment	Earned	Points
Practicum Proposal		200
Self-report Time Logs (10 pts. X 10)		100
Monthly Progress Reports (100 pts. X 3)		300
Final Product		200
Project Reflection		100
Practicum Hours Completion		100
TOTAL		1000

Grading Scale:

Grade	Points
A	900-1000
B	800-899
C	700-799
D	600-699
F	0-599

Practicum Proposal

The practicum proposal should include the following elements:

- **Introduction/Summary** – name, current title/position, working title of your project, Practicum environment/setting.
- **Need** – describe or explain the realized need and/or your desire to do this project.
- **Goals & Objectives** – describe what you intend to accomplish with this Project besides fulfilling your degree requirements. (this is a good place to demonstrate how your project goals will add to the field of Conflict Resolution as well as your own personal and/or career goals).
- **Methodology** – provide a detailed description (as detailed as possible) of how you will accomplish your goals and objectives in your project. Include things like when you plan to work on your project, how you will spend your time (research, observation, surveys, data analysis, etc.), and your timeline for completing your project.
- **On-site Supervisor** (if applicable) – provide contact information of your on-site supervisor who will verify your time and efforts on your project, and who will provide local assistance with your project if needed.

The practicum proposal should be submitted to the faculty advisor no later than 1 week before the long semester that the proposed project would begin if approved. The faculty advisor will make one of three decisions: 1) Approve the proposal with no revisions, 2) Approval pending with revisions, or 3) Disapproval of the proposal. A student may not begin working on his or her practicum project or log clock hours until the faculty advisor has approved the practicum proposal.

Criteria	Comments	Earned Pts.	Possible Pts.
Provided a well-written introduction that details the setting or environment of the proposed project.			20
Described a real and/or perceived need for the activities and outcomes of this project using evidence from outside sources.			40
Presented specific, achievable goals and objectives for the project.			50
Provided a detailed description of a plan to accomplish the goals and objectives.			50
Writing Standards			40
Total			200

Self-Report Time Logs

For every 3 credit hours of practicum, the student must engage in practicum related experiences and activities for a minimum of 125 clock hours. Each student is responsible for keeping a record of time spent working on the practicum according to the following guide of appropriate activities. The list of activities below is not intended to be exhaustive and not all activities will be applicable to every project.

- Proposal research and background (no more than 5 hours)
- Proposal writing (no more than 3 hours)
- Contact with professor of record throughout the project (no more than 10 hours)
- Contact with on-site supervisor (up to 5 hours)
- Preparation of plans and materials for project
- Research and analysis
- Project implementation
- Record keeping and statistics (no more than 5 hours)
- Production of a final artifact

Self-report time logs should be submitted to the faculty advisor on a regular basis (minimum of 4 days apart and a maximum of 2 weeks apart), even if the number of cumulative hours listed on the report has not changed. The student should submit a minimum of 10 self-report time logs over the course of the semester.

Criteria	1	2	3	4	5	6	7	8	9	10	Earned Pts.	Possible Pts.
Provided a brief description of practicum activities along with time spent engaged in those activities. [5 pts, all or nothing]												50
Provided the cumulative number of hours spent (to date) engaged in practicum activities. [5 pts, all or nothing]												50
Total												100

Progress Reports

Each student is responsible for making contact with his or her faculty advisor on a monthly basis. During the semester of the practicum, the student should submit three progress reports. The progress report should be a 2-4 page summary of the student's progress on the practicum project to that point, and should include the following elements:

- A brief summary of the practicum experiences and activities the student has been engaged in during the past month.
- A reflection of how these experiences have impacted the student as a peacemaker, and the effect it may have on the student's personal and professional goals.
- A description of how these experiences can support and/or promote the field of conflict resolution.

Criteria	1	2	3	Earned Pts.	Possible Pts.
Provided a detailed, but brief summary of the student's practicum activities during the past month. [10 pts. per Report]					30
Provided a reflection that demonstrates thoughtful application of practicum experiences to personal and professional goals. [40 pts. per Report]					120
Provided a detailed, but brief description of how the student's practicum activities can support and/or promote the field					90

of conflict resolution. [30 pts. per Report]					
Writing Standards [20 pts. per Report]					60
				Total	300

Final Product

Each student is required to submit a final product that demonstrates the experiential learning that has taken place during the practicum experience. Because of the nature of this course, the final product may take various forms, and may include any number of elements. Some examples are: a research paper, a presentation, a training manual/guide, a curriculum, or some other significant event or project that demonstrates an improvement in the practicum student's skills, abilities, and/or insights into the study and practice of conflict resolution.

Criteria	Comments	Earned Pts.	Possible Pts.
Presented a detailed and concise summary of the practicum experiences.			20
Identified specific ways that the student achieved the goals and objectives set forth in the practicum proposal.			80
Presented a final product that specifically demonstrates the culmination of the practicum experience and its benefit to the practicum setting.			100
		Total	200

Project Reflection

The project reflection gives the student the opportunity to combine the practicum experience with his or her personal and professional goals as a peacemaker. The project reflection is a 2-5-page paper that includes the following elements:

- A summary of all of the practicum experiences and activities.
- A reflection of how these experiences have impacted the student as a peacemaker, and the effect it may have on the student's personal and professional goals.
- A description of how these experiences can support and/or promote the field of conflict resolution.

Criteria	Comments	Earned Pts.	Possible Pts.
Presented a detailed and concise summary of the practicum experiences.			10
Presented specific application of God-given and learned abilities to the student's personal and professional goals as a peacemaker.			40
Provided specific evidence of how the practicum activities can support and/or promote the field of conflict resolution.			30
Writing Standards			20
	Total		100

Practicum Hours Completed

The percentage of Practicum “clock” Hours completed will equal the percentage grade, up to 100%.

Criteria	Comments	Earned Pts.	Possible Pts.
The percentage of hours completed equals the percentage grade, up to 100%. 3 cr hrs. = 125 clock hrs 6 cr hrs. = 250 clock hrs			100
	Total		100

Course Policies

Attendance: There are no required class meetings in this course. The student will be responsible for contacting his or her faculty advisor on a regular basis, as provided by the requirements of the course. The required contact with the faculty advisor provides a source of accountability that is designed to support and encourage the student to be self-motivated in pursuing personal and professional goals in the context of the practicum experience.

Special Needs and Accommodations: Please inform your faculty advisor immediately if you have special needs and will need to seek accommodations.

Academic Integrity: Violations of academic integrity and other forms of cheating are defined in Abilene Christian University's academic integrity policy at (<http://www.acu.edu/campusoffices/studentlife/documents/AcadIntegrityPolicy.pdf>). The full policy is available for review at the Provost's office web site (<http://www.acu.edu/campusoffices/provost>) and the following offices: Provost, College Deans, Dean of Campus Life, Director of Student Judicial Affairs, Director of Residential Life Education and Academic Departments.

Plagiarism: Plagiarism is defined as use of intellectual material produced by another person without acknowledging its source. Faculty members monitor student work for evidence of plagiarism.

General Guidelines for Student Communication: Students, faculty and facilitators are expected to participate in all interactions with a tone of congeniality, professional courtesy, morality and Christian standards.

Course Calendar

A schedule of events is co-created between the student and the faculty advisor, but will likely follow the general guidelines of the course calendar below.

Week	Course Element Required	Due Day/Date
Week 1	Approved Practicum Proposal on file with Faculty Advisor. Time Log.	Friday of this week
Week 2	Time Log.	Friday of this week
Week 3	Time Log.	Friday of this week
Week 4	Time Log. Progress Report.	Friday of this week
Week 5	Time Log.	Friday of this week
Week 6	Time Log.	Friday of this week
Week 7	Time Log. On-Site Supervisor Evaluation (if applicable).	Friday of this week
Week 8	Time Log. Progress Report.	Friday of this week
Week 9	Time Log.	Friday of this week
Week 10	Time Log.	Friday of this week
Week 11	Time Log.	Friday of this week
Week 12	Time Log. Progress Report.	Friday of this week
Week 13	Time Log.	Friday of this week
Week 14	Time Log.	Friday of this week
Week 15	Time Log. Final Product. Project Reflection.	Friday of this week

Calendar Modifications: The lead teacher may, as he or she deems necessary, modify the course calendar. Notice of such modifications will be given to students as much in advance as possible. However, as in the case of technology problems affecting delivery of course materials, prior notice may not be possible. Such instances will not be used to penalize students. It remains the responsibility of each student to regularly check news forums and email for change notices.

Last Modified 1/19/11