

**Arizona State University**  
**College of Liberal Arts and Sciences, Department of English**  
**ENG 584 – Florence State Prison Internship**  
**Spring 2011: SLN 26547**

***Instructor Information***

Joe Lockard  
LL 209  
English Department  
Tempe Campus

Joe.Lockard@asu.edu  
Contact via e-mail for appointment

***Course description***

The Florence State Prison Internship (ENG 584) is a graded, supervised internship organized in cooperation with the Arizona Department of Corrections. Interns in this project will engage in supervised teaching in the North Yard of Florence State Prison. The internship aims to use critical reading, thinking, and writing skills developed during coursework for a real-world setting. Interns will receive supervision and guidance in on-site teaching.

***Admission***

Only four interns will be admitted for Spring 2011. These interns will work in designated pairs on teaching two courses in (a) Shakespeare, and (b) creative writing.

***Course goals***

ENG 584—Florence State Prison Internship will:

- **contribute** to prisoners' educational development;
- **provide** prisoners with well-designed weekly courses in literature and writing;
- **enable** students to gain teaching skills;
- **expose** to the tasks and problems of prison education.

***Instructional strategy***

To meet the course goals stated above, interns will:

- **collaborate** with the faculty instructor to design a 15-week course;

- **write** and share weekly reports on their teaching, with reflective commentary;
- **participate** in post-teaching discussions with the instructor and other interns;
- **read and discuss** assigned readings for the internship;
- **collect** all course work for a portfolio assessment.

### ***Course materials***

For ENG 584, interns will need:

- Conover, Ted. *Newjack: Guarding Sing Sing*. Vintage, 2001.
- Lamberton, Ken. *Wilderness and Razor Wire*. Mercury House, 1999.
- An active ASURITE account and access to Blackboard.
- An ASU e-mail account that is checked regularly and is the account used when participating/communicating in the course. **Use of a personal or business e-mail account in this course is absolutely forbidden.**
- Course readings on critical practice and prison education will be provided within the Blackboard shell.

### ***Security***

It is imperative for the safety of all interns to adhere to the following security mandates:

- Outside of scheduled teaching responsibilities, interns will at no time communicate or attempt to communicate directly or indirectly with inmates, either during or after the course. **There will be no extramural intern-inmate communication of any nature.**
- Interns will sign and be responsible for a course security agreement.
- Inside the prison compound, interns will move in designated pairs and only in pairs. If the second half of a teaching pair is absent, class is canceled for that day.
- Interns and instructors will follow all directions from the Arizona Department of Corrections. Before the course begins, interns must complete the security training and clearance that Department requires of all volunteers.
- **Any violation of security policy will result in immediate termination of the internship and a failing grade. Deliberate and flagrant violation will result in referral to the Dean of Students for disciplinary action under the ASU Student Code of Conduct.**

### ***General requirements and course policies***

Interns' punctual submission of assignments and materials is required unless a student makes prior arrangements with the instructor. Interns who miss deadlines of critical response to inmates will receive a zero for that cycle. All discussion board postings that are late will be marked as zero. Course portfolio and/or reflective writing will be lowered one letter grade for each 24-hour period the work is late.

In order to successfully complete ENG 584, all interns must:

- **collaborate** with fellow interns, the faculty supervisor, and Florence Prison staff as necessary;
- **be professional** when interacting with prisoners;
- **prepare** weekly teaching plans;
- **write** weekly teaching self-evaluations and a reflective journal;
- **read and respond** to assigned course readings;
- **participate** in ongoing post-teaching discussions;
- **complete all** tasks.

This internship involves **three** main writing components: (a) teaching plans; (b) reflection/self-evaluation journal; and (c) course portfolio. The intern pair teaching creative writing also will have commenting on inmate writing.

### ***Evaluation***

The final grade for this course will be weighted:

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| • Teaching plans and evidence of preparation   | 10% |
| • Weekly teaching and post-teaching discussion | 70% |
| • Reflection/self-evaluation journal           | 10% |
| • Course Portfolio                             | 10% |

**(a) Teaching plans and evidence of preparation (10%):** A draft teaching plan is required prior to beginning the internship. Weekly teaching plans with specific details will be required. **Deadline:** Weekly

**(b) Weekly teaching and post-teaching discussion (70%):** Interns are expected to appear without fail for their teaching on Fridays, 10-12 noon. Post-teaching get-togethers in Florence will be arranged in order to review the day's teaching work. **Deadline:** Weekly.

**(c) Reflection/self-evaluation journal (10%):** All interns are required to post a weekly self-evaluation on the course website. As a guide, approximately 400-500 words per reflection is appropriate. This journal/log of activities is a record of your work, which will prove helpful when it is time to compile your portfolio at the end of the semester. **Deadline:** Every Sunday by 11pm.

**(d) Course portfolio (10%):** Each intern must create an electronic materials portfolio of work produced for the internship. The portfolio should be a thoughtful, clear, and professional product that illustrates the internship experience for the semester. A 4-5 page cover essay will be required. Keep all work throughout the semester as you will

include course artifacts as evidence of your learning in your portfolio. All portfolios will be submitted to the administration of Florence State Prison. **Deadline:** Final draft due by end of day on May 8, 2011 via the Blackboard course site.

### ***Grading system***

The following scale will be used to calculate students' grades in this course:

<b><i>Letter</i></b>	<b><i>4.0 scale equivalent</i></b>
A+	4.01+ (within ASU)
A	3.70-4.00
A-	3.50-3.69
B+	3.30-3.49
B	3.00-3.29
B-	2.70-2.99
C+	2.30-2.69
C	2.00-2.29
D	1.00-1.99
E	.99 and below

Due to the nature of this course, the grade of I (Incomplete) will not be offered in this course except under extreme conditions (e.g. long-term hospitalization of student) and with advisement from ASU administration. A student who simply stops participating in ENG 584 will receive an "E."

### ***Work schedule***

There will be 15 teaching days for the internship. These are:

January 21  
January 28  
February 4  
February 11 [complete *Newjack*]  
February 18  
February 25  
March 4  
March 11 [Spring Break]  
March 25 [complete *Wilderness and Razor Wire*]  
April 1  
April 8  
April 15  
April 22

April 29

May 6 [Final class]

The Shakespeare class will have its performance from 11-12noon on Friday, May 6.

### ***Student conduct***

Students are required to adhere to the behavior standards listed in Arizona Board of Regents Policy Manual Chapter V – [Campus and Student Affairs: Code of Conduct](#), [ACD 125: Computer, Internet, and Electronic Communications](#), and the [ASU Student Academic Integrity Policy](#).

Students are entitled to receive instruction free from interference by other members of the class. If a student is disruptive, an instructor may ask the student to stop the disruptive behavior and warn the student that such disruptive behavior can result in withdrawal from the course. An instructor may withdraw a student from a course when the student's behavior disrupts the educational process under [USI 201-10](#).

### ***Accommodations for disabilities***

ASU complies with all federal and state laws and regulations regarding discrimination, including the Americans with Disabilities Act of 1990 (ADA). If you have a disability and need a reasonable accommodation for equal access to education at ASU, please call Disability Resources for Students at 965-1234. Please feel free to discuss special accommodations with the instructor.