



Graduate School of Education

**APPLICATION TO BECOME A FIELD EXPERIENCE SITE**  
**Ed.M in College Student Affairs Program**

Name of Field Experience Site: \_\_Douglass Residential College – Pathways Advising\_\_

Name of Site Supervisor: \_\_Rebecca Reynolds\_\_\_\_\_

Phone: \_\_848-932-3026 x. 123\_\_\_\_\_ Email: rreynold@echo.rutgers.edu\_\_\_\_\_

Job Title: \_\_Assistant Dean/Director, Pathways Advising Office\_\_\_\_\_

The following information is required to assist the College Student Affairs program in its efforts to comply with the CAS Standards for Master’s Preparation Programs.

Please list degree, field of study and conferring institution for each degree you hold:

1. MFA, University of Michigan
2. MA, Rutgers University, Department of English
3. BA, Vassar College

4.

Do you currently supervise full time professional staff? Yes  No \_\_\_\_\_

If your answer above is No, have you supervised full time professional staff in the past?

Yes \_\_\_\_\_ No \_\_\_\_\_

If your answer is Yes, please specify when and where:

Currently supervises the Assistant Director, as well as a Graduate Assistant.

Signature: \_\_\_\_\_Rebecca Reynolds\_\_\_\_\_

Supervisor's Approval. Name and title of Supervisor:

\_\_Barbara Balliet, Vice Dean, Douglass Residential College\_\_\_\_\_

My signature denotes my approval for the agency named above and for the person applying to be a Field Experience Supervisor to serve as a placement site for Field Experience students in the College Student Affairs program in the Graduate School of Education as represented in this application.

Signature: \_\_\_\_\_

1. Please indicate the time frames when you might expect a student to be present at your site. Would you want the student to begin before the semester begins or to extend beyond the end of the semester? Would you expect evening hours? Is a summer experience possible? Do you have a preference for days of the week when the student would be present?

The student would be expected to work about 10 hours total a week. This time would include time in the office during normal work hours, as well as some evening hours when overseeing program in the residence halls. There is no preference of days.

2. Please list or attach a statement of the Goals for your Site.

The Office of Pathways Advising would like to institute more clearly articulated and cohesive residential programming within the Douglass residence halls. To that end, we have decided on the theme, "Young Women Thinking Globally, Acting Locally," for the academic year. When students see their residences as sites of learning, instead of classroom-only, they broaden their ideas on how they themselves learn and are more likely to make associations across the spectrum and create individual integrative learning experiences. As the only residential college at Rutgers, we want to use residential programming to further our community development, our student's connections to the College's mission and history, and allegiance to residential life at Douglass with the goal of maintaining a core segment of students within our halls.

Therefore, we propose a three prong approach to residential programming: Douglass sponsored programs, co-sponsored programs with Rutgers Residence Life, and Peer Academic Leader programs. In terms of learning outcomes, all these programs will reinforce the Douglass mission of women's leadership and empowerment, and will promote active local and global engagement on a wide range of topics. In general, a

more mindful attempt at connecting all programs to the Douglass mission will build community and greater gender consciousness. We hope that students from the College Student Affairs Program would help in all three approaches – whether it to help organize a pre-planned program, planning their own programs, or serving as a liaison with the Residence Life office in regards to the programs.

3. Please list or attach a list of selected readings that you might assign to a student as part of their learning contract.

Partial List:

Nicholas Christakis and James Fowler, *Connected: The Surprising Power of Our Social Networks and How They Shape Our Lives* (New York: Little, Brown, and Company, 2009)

Adrianna Kezar and Jillian Kinzie, “Examining the Ways Institutions Create Student Engagement: The Role of Mission,” *Journal of College Student Development*, Volume 47, Number 2, March/April 2006

Jillian Kinzie, Auden Thomas, and Megan Palmer, “Women Students at Coeducational and Women’s Colleges: How Do Their Experiences Compare?,” *Journal of College Student Development*, Volume 48, Number 2, March/April 2007

Robert O’Hara, “Viewpoint: How to Build a Residential College,” *Planning for Higher Education*, Winter 2001-2002

Mark B. Ryan, *A Collegiate Way of Living: Residential Colleges and a Yale Education* (New Haven: Jonathan Edwards College, 2001).

4. The student will be expected to complete a project during their placement at your site. Projects should 1) enhance the student’s knowledge or skills of the practice of student affairs in the Site; 2) the project should be consistent with and demonstrate completion of Field Experience goals, and 3) the project should be useful to the Site Supervisor and his/her agency. The project will be added to the student’s electronic portfolio. Professional staff in the agency, other than the site supervisor, may supervise the student in the project. Please list two or three possible projects so that the student can have some idea of what they might be working on while completing their Field Experience in your agency. It is understood that actual projects may differ from those noted here. In listing the projects, please specify who would be supervising the project
1. As stated above, we would hope that the student(s) would be able to create and implement residential programs that would correspond to the Douglass mission

and Rutgers community. Programs would be implemented in first year and upper class halls, as well as apartments. We would hope to have at least one program per hall/apartment (5 total).

2. We would hope the student(s) would serve as the liaison with Residence Life in co-planning events that reflect Douglass and Rutgers goals.