

Rutgers University Graduate School of Education Ed.M. in College Student Affairs Field Experience Placement Site Application

This application must be submitted electronically. Completed applications should be emailed to the Field Experience Coordinator (college.student.affairs@gse.rutgers.edu) with a copy sent to your supervisor.

____ By inserting my initials here and copying my supervisor on the email that I send to submit this application, I certify that my supervisor has approved this application.

Name of Field Experience Site: ____TRIO Student Support Services____

Name of Site Supervisor: Tiandra C. Jones

Job Title: Director: TRIO Student Support Services

Phone: ____848-445-4024____ **Email:** ____tiandra.jones@rutgers.edu____

Address: ____Livingston Campus, Lucy Stone Hall A330, Piscataway, NJ 08854____

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

1. B.A. Mathematics, School of Arts & Sciences, Rutgers University–NB
2. Ed.M. Secondary Mathematics Education, Graduate School of Education, Rutgers University–NB
- 3.
- 4.

Do you currently supervise full time professional staff? Yes ☒ No ☐

If not, have you supervised full time professional staff in the past? Yes ☐ No ☐

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

I have supervised professional staff in the Student Support Services program for four years.

Number of students sought: ____1____

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? Do you have a preference for days of the week when the student would be present?

Time frames: max 10 hours per week, 2-3 days a week (including Tuesdays for 2:30pm-3:30pm to join staff meeting), other days flexible

Start: before the semester begins

Evening hours: Not frequent, but would need the student to have flexibility

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

Our goals are to empower scholars to:

- Develop the necessary skills and knowledge that attributes towards timely degree completion
- Enhance student's preparation for undergraduate life and transition after graduation
- Achieve academic success, financial and economic literacy, and career readiness

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

[Facing COVID-19 at Home: An assessment of College Persistence for UNC-CH's First Generation College Students](#)

Thomas, E., Farrow, E., & Martinez, J. (1998). A TRIO Program's Impact on Participant Graduation Rates: The Rutgers University Student Support Services Program and Its Network of Services. *The Journal of Negro Education*, 67(4), 389–403. <https://doi.org/10.2307/2668139>

Means, D., & Pyne, K. (2017). Finding My Way: Perceptions of Institutional Support and Belonging in Low-Income, First-Generation, First-Year College Students. *Journal of College Student Development*, 58(6), 907–924. <https://doi.org/10.1353/csd.2017.0071>

4. The student will be expected to complete a project during their placement at your site. The project will be used by the student as an artifact in their Culminating Project that is a requirement of the program. 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.

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 their agency.

Potential projects include:

- Assist with development and implementation of a marketing and communications plan to re-launch the program and introduce students, staff, and faculty (approached as 3 different audiences) to the program mission, services and eligibility requirements
- Assist with development and implementation of a high-impact academic fellows program to support student retention, foster high academic achievement and leadership skill-building
- Assist with development and implementation of other success initiatives (student choice):
 - Career readiness
 - Financial and economic literacy
 - Graduate or professional school exploration and admissions preparation